# ADOPTED ANNUAL BUDGET



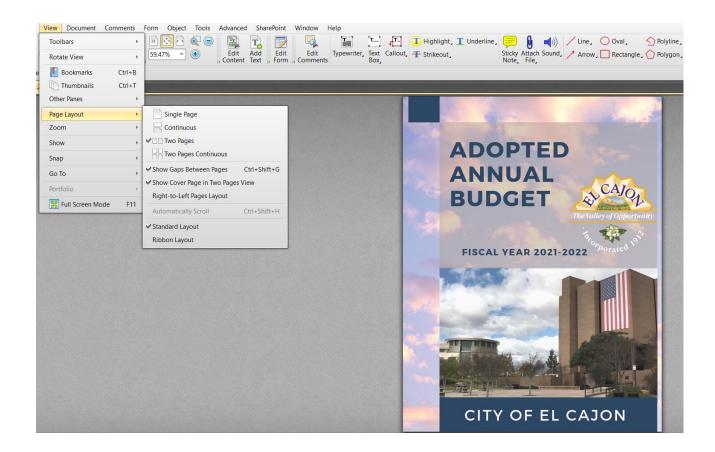
**FISCAL YEAR 2021-2022** 



CITY OF EL CAJON

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# CITY OF EL CAJON CALIFORNIA



Fiscal Year 2021-22 Adopted Annual Budget



# CITY OF EL CAJON Fiscal Year 2021-22 Adopted Annual Budget Summary

#### **MAYOR**

Bill Wells

#### **COUNCILMEMBERS**

Gary Kendrick, Mayor Pro Tem Steve Goble Michelle Metschel Phil Ortiz

#### **CITY MANAGER**

**Graham Mitchell** 

#### **CITY ATTORNEY**

Morgan Foley

## **MANAGEMENT TEAM**

Vince DiMaggio – Assistant City Manager
Angela Cortez – City Clerk
Michael Moulton – Police Chief
Steve Swaney – Fire Chief
Tony Shute – Director of Community Development
Frank Carson – Director of Parks & Recreation
Marisol Thorn – Director of Human Resources
Sara Diaz – Director of Information Services
Yazmin Arellano – Director of Public Works
Clay Schoen – Director of Finance





# THE CITY OF EL CAJON

# **OUR VISION**

A quality community through responsible change, continuous improvement, and superb public service

# **OUR MISSION**

Excellent service that improves our community

# The Vallour values minity

- Honesty and Integrity In All We Do
- Effective, Responsible Communication
- Respect Others
- Encourage Creativity
- Commit to and Deliver Excellent Service
- Maintain Balance
- Take Responsibility and Be Accountable



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June 22, 2021

Honorable Mayor, City Council, and El Cajon Residents:

I am pleased to present the City of El Cajon Fiscal Year 2021-2022 (FY 2021-22) Annual Budget. The annual budget establishes funding priorities for the community and supports the City Council's goals, policies, and objectives for the coming year. The budget document serves as the City's financial plan based on the Five-Year Business Plan and the Comprehensive Annual Financial Report. The City's budget focuses on priorities such as fiscal stability, public safety, public infrastructure, and community (such as recreation, beautification, and public events) as well as the five main priorities established through the City Council 2021-22 Priorities & Implementation Plan process. Those priority areas include:

- o Communication/Civic Engagement,
- o Economic Development,
- Enhancing City Image,
- Homelessness, and
- Public Safety.

#### Review of Fiscal Year 2020-21 Budget

The global pandemic—and reactions to it—threatened the City's financial stability this past year. As such, the FY 2020-21 budget anticipated a downturn in revenue and included cost control measures. I am pleased to report that revenues in the previous fiscal year were not as dire as anticipated (in part due to the pro-business spirit of our community) and expenditures were strictly controlled. The FY 2020-21 Preliminary Annual Budget anticipated relying on approximately \$3.6 million from General Fund reserves to meet the City's obligations and community needs. However, I am happy to report that current estimates suggest the City required much less of "rainy day" funds to weather the financial impacts of COVID-19.

#### **Summary of Fiscal Year 2021-22 Budget**

The FY 2021-22 budget assumes encouraging growth over the past year's revenue and is able to lift some of the cost-saving measures put into places last fiscal year, such as freezing vacated positions.

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The following points highlight several elements of the FY 2021-22 budget:

- General Fund revenues total \$83.6 million, \$9.6 million more than last year's budgeted amount—a 12.9% increase.
- General Fund expenditures total \$83.7 million, an increase of \$638,076 from last year's budget—a 0.8% increase.
- At the end of FY 2021-22, the budget anticipates a combined General Fund balance and reserve of \$42.2 million, which is approximately \$498,201 better than anticipated last year.
- An infusion of approximately \$30 million in American Rescue Plan funds will aid the City in its efforts to meet community needs through the next three years.
- The City's 43 non-General Fund budgets, with combined expenditures of nearly \$107.6 million in FY 2021-22, support many of the City's objectives.

I am proud to say that the FY 2021-22 budget maintains service levels while meeting other priorities, such as supporting the City Council's 2021-22 Priorities and Implementation Plan. The following sections demonstrate how community priorities are accomplished through this budget.

#### Fiscal Stability

The FY 2021-22 budget maintains a strong General Fund reserve of over \$42 million—50.5% of the General Fund's annual expenditure. This balance will protect the City in the event of an economic or natural disaster and will allow the City to maintain services. During the upcoming fiscal year, the City will continue to seek strategies to reduce costs while augmenting revenue through economic development initiatives.

#### Economic Development

The FY 2021-22 budget includes \$1.0 million for economic development activities from the General Fund. A significant amount of this allocation is for development agreements entered into over the past few years to facilitate vital development (Courtyard Marriott and new car dealerships—BMW, Honda, and Mercedes Benz). Other monies have been allocated for business development activities related to the City's Opportunity Zones, business attraction effort, redevelopment opportunities, and economic development assessment study. The budget also reflects over \$5.0 million in business assistance programs through the American Rescue Plan funds.

#### Public Safety

The FY 2021-22 budget reflects filling all vacant police positions as well as compensation increases in order to attract and retain professional and trained staff. This budget also reflects the Police Department's ongoing use of the Special Enforcement Unit to address quality of life issues including the impacts of homelessness on the community. Additional funding toward homeless programs and reacting to homelessness continues to be a budget priority in FY 2021-22.

#### Public Infrastructure/ Enhanced Public Image

Throughout FY 2021-22, the City will continue to implement its aggressive street maintenance program by allocating various transportation funds toward street paving, installation of sidewalks, and improvements to drainage systems. In addition, about \$25 million in grant and non-General Fund monies will improve vehicle/pedestrian/bicycle safety and ADA improvements. Significant improvements are budgeted for projects on Jamacha Road, Madison Avenue, El Cajon Boulevard, and Main Street. Other projects funded in the FY 2021-22 budget include the Broadway Creek Restoration project, Wells Park improvements, and a significant energy

efficiency/solar project. These projects, along with efforts regarding homelessness, economic development, and code enforcement, strive to enhance the image of the community.

SANDAG Smart Growth Grant funding (\$5 million) and San Diego River Conservancy Prop 68 Grant funding (\$500,000) was obtained for improvements along El Cajon Boulevard and Main Street to revitalize the areas surrounding the El Cajon Transit District and the Main Street corridor between Marshall Avenue and El Cajon Boulevard. Of the approximate \$40 million in appropriation for infrastructure improvements in FY 2021-22, about \$38 million is from non-General Fund sources.

#### Homelessness

Through various funding sources, the FY 2021-22 budget addresses many aspects of homelessness. The City will fund programs aimed to help individuals and households secure permanent housing and to mitigate negative impacts of homelessness in the community. The budget supports the following homelessness and homeless prevention programs in FY 2021-22:

- Homeless Outreach & Housing Assistance.
- A Way Back Home Reunification Program,
- Emergency Shelter,
- Emergency Rotational Shelter,
- Emergency Motel Bridge to Permanent Housing,

- o East County Homeless Task Force,
- Neighborhood Quality of Life Team,
- City Homeless Outreach Program,
- Emergency Rental/Mortgage/Utility Assistance, and
- Support to various organizations providing homelessness and homelessness prevention services.

#### Community (Recreation, Culture, and Public Events)

The FY 2021-22 budget allocates resources to community events and recreation. The budget funds important community events such as the Fourth of July Celebration, HauntFest, Mother Goose Parade, and movies in the parks. This year's budget also includes two new events—America on Your Street and the El Cajon Food/Craft Festival. The FY 2021-22 budget reflects program costs associated with Recreation Dollar Days, a program aimed at increasing use of the City's recreation programs as the City emerges from the COVID-19 pandemic. The FY 2021-22 budget includes allocations of funds for ongoing improvements at Wells Park and new playground surfacing at Bill Beck Park.

The FY 2021-22 budget supports the City's six community centers, four with gymnasiums, and a public swimming pool. Core recreation classes, such as dance, tumbling, cheer, gymnastics, preschool, swim, youth sports and adult enrichment classes will be expanded to meet the diverse needs of the community. With the introduction of Dollar Days, funded through the American Rescue Plan funds, residents will experience greater access to the City's amenities and classes this fiscal year.

#### Communication/Civic Engagement

Through feedback tools, the City will continue to refine its communication with El Cajon residents and businesses, with an emphasis on engaging with its diverse community. The City freeway sign

will assist in this effort along with improvements to its social media messaging. These efforts will strengthen the City's relationship with those it is charged to serve.

#### Conclusion

The FY 2021-22 budget represents a fiscally sound plan that effectively addresses the fiscal realities facing cities in California. It allocates scarce resources to meet community needs and priorities. Lastly, it establishes budgeting patterns that will ensure the City's fiscal health for years to come.

This budget document is the result of the dedicated effort of the entire City of El Cajon team, led by the Finance Department. The Finance Department, working with all City departments and the executive team, has prepared a budget that reflects the values and vision set forth by the City Council. The City Council's continued leadership, stability, and foresight continue to be the primary ingredients in El Cajon's success.

Finally, under the direction of the City Council, I am honored to lead a team of dedicated municipal employees with a passion to serve the El Cajon community. I have been impressed by City staff's commitment to serving the community this past year in light of the pandemic and am proud that their commitment never wavered. I am excited for the upcoming year with a renewed focus on meeting community needs and fulfilling City Council priorities.

Respectfully submitted,

Graham Mitchell City Manager



# **Budget Message**

#### The City of El Cajon

The City of El Cajon, incorporated on November 12, 1912, is located in the southern corner of California, just 15 miles east of San Diego and is the sixth largest of 18 cities in San Diego County. The City occupies a land area of 14.4 square miles and serves a population of over 100,000. This vibrant community is home to over 34,000 households, 83 places of worship, 35 schools, 23 parks and recreation centers, and a flourishing business community.

The City provides a full range of services, including police and fire protection, animal control, emergency medical services, construction and maintenance of civic facilities and infrastructure, right-of-way regulation, city planning and building regulation, recreational activities, cultural events, housing assistance, and wastewater services.

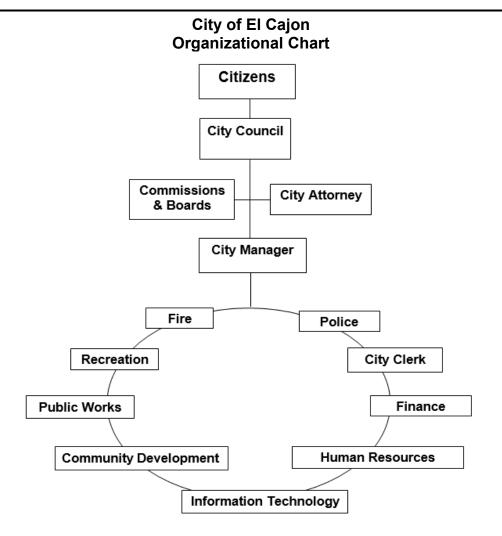
#### **City Organization**

The City became a charter city by the vote of the people on June 5, 2012, giving the City Council more local control of municipal affairs. Policy-making and legislative authority are vested in the City Council consisting of the Mayor and four other City Council members. The Mayor is elected at large on a non-partisan basis, and each Councilmember is elected to represent one of four districts. The Mayor is elected to serve a four-year term and councilmembers serve four-year staggered terms. The City Council is responsible for, among other things, passing ordinances, adopting the budget, appointing committees, and hiring both the City Manager and City Attorney.

The City operates under the Council-Manager form of government. The City Manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the directors of the various departments. A city-wide organizational chart is included on the following page.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget



#### **Economic Outlook**

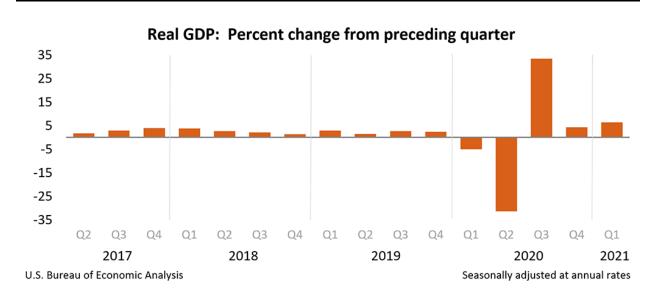
A number of common economic measures are used to assess the health of the economy. Taken together, one can form conclusions about the economy's condition. Economic indicators support optimism, although guarded, as the economy recovers from the impacts of the public health crisis related to the Covid-19 virus.

#### **Gross Domestic Product (GDP)**

In its May 27<sup>th</sup> release, the Bureau of Economic Analysis (BEA) stated "Real gross domestic product (GDP) increased at an annual rate of 6.4 percent in the first quarter of 2021..." and that "In the fourth quarter of 2020, real GDP increased 4.3 percent." This strong growth over the past two quarters is encouraging after the preceding two quarters. Perhaps most illustrative of the upheaval experienced by the U.S. economy during the public health crisis related to the Covid-19 virus is the following chart included in the BEA's release showing quarter by quarter GDP performance.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget



#### **Employment**

Another key measure of the strength of the economy is the rate at which the workforce is employed. The Bureau of Labor Statistics listed national unemployment at 6.1% for April, which has improved significantly from a year ago. In the same May release for April, the unemployment rate for California lagged behind the national average at 8.3%.

#### Housing

Housing is often expressed by two common measures: new home starts and new home sales. The US Census Bureau reported that in April 2021, privately owned housing starts increased 67.3% from 2020, and new home sales increased 66.8% during the same period. These measures indicate increases in not just real estate and construction, but also implies improvement in related areas such as appliances and home furnishings.

#### Inflation

The Bureau of Labor Statistics reported in May 2021 that the Consumer Price Index for the preceding 12 months increased 4.2%. The report stated, "This is the largest 12-month increase since a 4.9 percent increase for the period ending September 2008."

The Federal Open Market Committee summarized the overall condition of the economy with the following, perhaps guarded, language in their April 28, 2021 press release:

The COVID-19 pandemic is causing tremendous human and economic hardship across the United States and around the world. Amid progress on vaccinations and strong policy support, indicators of economic activity and employment have strengthened. The sectors most adversely affected by the pandemic remain weak but have shown improvement. Inflation has risen, largely reflecting transitory factors. Overall financial conditions remain accommodative, in part

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

reflecting policy measures to support the economy and the flow of credit to U.S. households and businesses.

The path of the economy will depend significantly on the course of the virus, including progress on vaccinations. The ongoing public health crisis continues to weigh on the economy, and risks to the economic outlook remain.

#### **Legislative Outlook**

There are several areas of legislation that may impact the City of El Cajon. While the following is not a comprehensive list, it does briefly highlight a few of the more relevant items.

#### **American Rescue Plan Act**

On March 11, 2021, President Biden signed into law the American Rescue Plan Act of 2021. The act makes significant funding available to municipalities to mitigate the impacts of the public health crisis related to the Covid-19 virus, including the allocation of \$30.4 million to the City of El Cajon for this purpose. This funding, while partially appropriated in Fiscal Year 2020-21, is fully included in this year's budget. At the time of writing, the City is still evaluating the best way to apply this funding to assist and support its citizens.

#### **Proposition J**

Voters approved this 20-year half-cent sales tax measure in 2008, during the most difficult economic climate since the Great Depression. This measure, along with prudent financial management, has stabilized the City's ability to provide core services. However, the need of this "lifeline" remains critical to the City's financial stability, provision of emergency services, and long-term replacement of much needed infrastructure. This sales tax measure is expected to generate \$10.9 million, or 13.1% of General Fund revenues, in Fiscal Year 2021-22. Proposition J is set to expire in 2029.

We are deeply grateful to the community for their trust and continued support.

#### South Dakota v. Wayfair

In South Dakota v. Wayfair, decided by the US Supreme Court, assessment of sales tax on internet sales was set as the destination of the product, rather than the location of the vendor. While the full impact of these actions has yet to be fully determined, Sales Taxes have increased as a result, particularly for the City's half-cent district tax (Proposition J).

#### Road Repair and Accountability Act

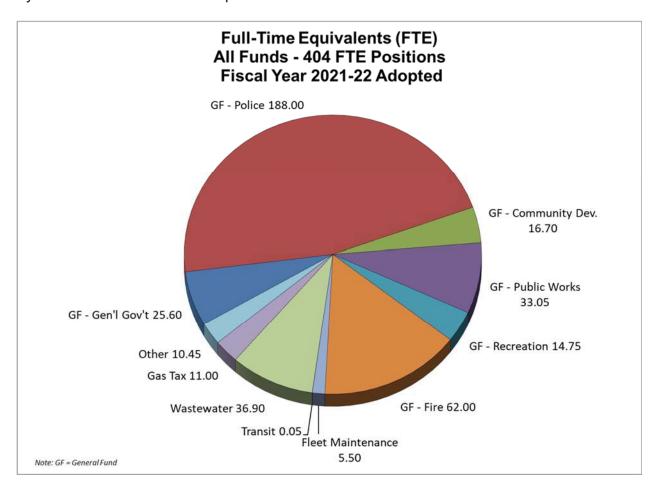
The Road Repair and Accountability Act, passed in 2017, provides additional revenues to State and local agencies for transportation related projects. The revenues are a result of increased gas and diesel fuel tax, additional vehicle registration fees, and other measures. There continues to be opposition to this action despite providing much needed funding for California's transportation infrastructure. In Fiscal Year 2021-22 this act is expected to generate \$2.1 million for the citizens of El Cajon.

# **Budget Message**

Fiscal Year 2021 - 2022 Annual Budget

#### **Personnel**

The Fiscal Year 2021-22 Annual Budget authorizes 404 full time equivalent employees (FTE) throughout the City. The following chart illustrates the distribution of these positions by fund and General Fund department.

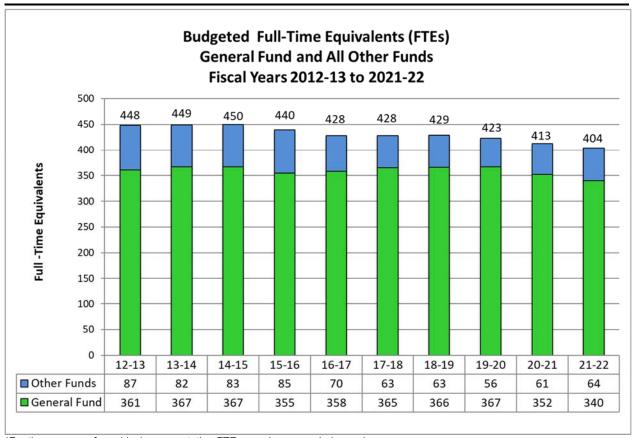


Compared to the Fiscal Year 2020-21 adopted budget, the Fiscal Year 2021-22 budget reflects a net decrease of 8.5 budgeted full-time equivalent (FTE) positions. The majority of this reduction (8.0 FTE) was the result of contracting with the San Diego Humane Society for operation of the City's animal care facility. Additionally, park and median maintenance staff was reduced by two positions to better reflect workload. In Public Works, the addition of a part-time Parts Room Storekeeper (0.50 FTE) is related to changes in replacement part service delivery. Also, this year's staffing proposal included the addition of a Fire Inspector (1.0 FTE) for Heartland Fire and Rescue.

The following graph displays the number of budgeted positions over the past 10 fiscal years.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget



<sup>\*</sup>For the purpose of graphical representation FTEs are shown as whole numbers.

The City utilizes part-time staff in the Recreation Department to deliver a variety of programs and services. These part-time personnel are not considered budgeted full time equivalent positions and are not reflected in the graph above.



# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### <u>Labor Memoranda of Understanding</u>

The City has multi-year agreements in place with its five collective bargaining groups for Fiscal Year 2021-22; the financial impacts of these agreements have been included in this document.

#### El Cajon Pension Reform and Fiscal Responsibility Plan

The City Council has taken significant steps to ensure fiscal sustainability. One of these steps was the Pension Reform and Fiscal Responsibility Plan (Resolution No. 47-13) adopted in 2013, and includes the following measures.

- Make periodic additional payments to CalPERS, whenever fiscally prudent, greater than the City's required annual payments, in order to accelerate the "pay down" of the City's unfunded pension obligations; and
- 2. Seek to implement pension cost-sharing for employees equal to, but not less than, 50% of the total CalPERS' "normal costs" by January 2018; and
- Whenever fiscally prudent, pay down and prefund Other Post-Employment Benefit (OPEB) contributions to the California Employers' Retiree Benefit Trust (CERBT) fund; and
- 4. Seek to stabilize and contain the costs of other employee benefits, such as vacation accruals and health care, in order to reduce unfunded long-term liabilities; and
- 5. Evaluate workforce efficiencies to explore opportunities to eliminate vacant, fullybenefitted positions and to replace them, if appropriate, with outside service contracts, while complying with the Meyers-Milias-Brown Act; and
- 6. Explore additional opportunities to coordinate services with other local public agencies, similar to the existing coordination of fire and emergency response services through the Heartland Fire and Rescue Joint Powers Agreement; and
- 7. Sustain General Fund operating reserves of at least 20% of expenditures in the annual budget; and
- 8. Present a structurally balanced General Fund operating budget each fiscal year for adoption, whereby ongoing operational expenditures do not exceed ongoing operational revenues.

#### **Employee Retirement – CalPERS**

The City is a member of California Public Employees' Retirement System (CalPERS). All City employees who work at least 1,000 hours per fiscal year are eligible to participate in CalPERS. Participants in the plan vest after five years of employment. As of the most recent actuarial valuation (June 30, 2019), the City's combined plans cover 1,667 current and former employees.

The Public Employees' Pension Reform Act of 2012 (PEPRA), was signed into law by the Governor on September 12, 2012, and became effective on January 1, 2013. PEPRA

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

was enacted to create a more sustainable pension system by reducing employer pension liability and increasing employee contributions toward their pension benefits. PEPRA only accomplishes this goal in the distant future since the majority of the changes apply only to employees who become "new" members in the system on or after January 1, 2013. For public employers like El Cajon that face significant unfunded liabilities for its current "classic" members, PEPRA does little to address the more immediate needs for a reduction in pension liability.

Contributions to a pension plan are typically broken into two major components: the Normal Cost and an amortized portion of the Unfunded Liability. The Normal Cost represents the costs of the benefits being earned in the current period. The Unfunded Liability is the cost of benefits earned in previous periods without equivalent assets. An Unfunded Liability can result from lower than anticipated investment returns, retroactive benefit increases, as well as changes in actuarial policies or results.

The following table shows the actual employer contribution rates for a five-year period.

#### CALPERS EMPLOYER CONTRIBUTION RATES

Miscellaneous Members	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Normal Cost	10.575%	10.512%	11.002%	12.044%	12.342%
Unfunded Rate	<u>27.185%</u>	32.099%	35.200%	<u>36.455%</u>	<u>41.686%</u>
Total Miscellaneous Rate	<u>37.760%</u>	<u>42.611%</u>	<u>46.202%</u>	<u>48.499%</u>	<u>54.028%</u>
Safety Members					
Safety Members Normal Cost	18.933%	18.687%	19.627%	20.445%	21.224%

<sup>\*</sup>The rates stated above are employer rates only; employee rates apply in addition to the above rates.

Typically, projected employer contributions are included as part of this document. However, the most recent full actuarial reports were prepared before the City issued Pension Obligation Bonds to satisfy a large portion of the Unfunded Liability. Therefore, the information regarding future rates presented as part of these reports do not reflect this. Information reflecting the resulting changes was not available for Fiscal Year 2021-22 budget preparation.

For Fiscal Year 2021-22, the amortization of the Unfunded Liability totals \$6.9 million. This is \$9.8 million less than the \$16.7 million originally anticipated. Normal cost for the City's Safety Plan is 20.19% of covered payroll, while 11.99% for the Miscellaneous Plan.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### Pension Funding Policy

In October 2020, the City Council adopted a Pension Funding Policy. This policy provides guidance and strategies for addressing the City's retirement liabilities. The City recognizes unfunded pension liabilities can continue to cause financial stress in the organization and redirect precious resources away from programs and services necessary for the City's operations and service to the public.

As part of this process, the City will conduct an Annual Pension Review. After the release of the annual actuarial report, staff shall present information of each plan's status. This review, presented during a public City Council meeting, shall include a summary of funding status, funding progress compared to prior years, as well as any recommended actions and/or budget adjustments to address areas of concern.

Additionally, to the extent that the City has excess reserves, generates an operating surplus, or receives significant one-time revenues, the City may apply a portion of such monies toward its unfunded retirement costs



# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### **PARS Section 115 Trust**

In Fiscal Year 2020-21 the City established a Section 115 trust fund with Public Agency Retirement Services (PARS). This trust is used to pay employee retirement benefits, but also allows monies segregated for this purpose to earn higher yields than other alternatives. Additionally, by retaining control of how these funds are used, this trust's most important purpose is pension rate stabilization. By having funding for this purpose available, the City can better weather unexpected changes in CalPERS contributions.

The initial deposit was \$2.0 million, which was made from the General Fund Reserve for Unfunded Pension Obligations. The balance of this reserve is \$6.0 million following this deposit.

#### **Pension Obligation Bonds**

Unfunded pension obligations, and related higher annual contributions, have represented significant financial pressure for the City for many years. As one of the strategies explored to mitigate this pressure, the City issued Pension Obligations Bonds (POBs). This presented an opportunity for the City to borrow money at a rate significantly lower than interest "charged" by CalPERS on the unfunded liability. This has effectively "refinanced" a significant long-term liability.

In January, the City issued \$147.2 million of POBs to address the City's \$207.1 million CalPERS unfunded liability. Issued at a true interest cost of 2.84%, total savings over the 22-year term of the bonds are estimated to total \$104.7 million. After depositing proceeds with CalPERS, pension liabilities of \$55.6 million remain unfunded. The City Council will consider further action to address this remaining balance at the next City Council Annual Pension Review in the fall of 2021.

Total debt service for these bonds is \$9.1 million in Fiscal Year 2021-22.

#### **Debt Service**

In addition to POBs discussed above, the City entered into an installment sale agreement with the California State Water Resources Control Board (CSWRCB) to finance the construction of the Johnson Avenue Sewer Interceptor Project. The CSWRCB agreed to provide funding to the City, provided in full or in part by the Clean Water State Revolving Fund, for this project of up to \$11.3 million. The CSWRCB agrees to forgive up to \$2.0 million of the principal due under this agreement. This activity is included in the Wastewater Enterprise Fund annual budget.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### Major Changes to the Budget

The proposed Fiscal Year 2021-22 Annual Budget contains a number of significant changes from the previous year's budget. The following list represents some of the most noteworthy changes.

- In March 2021 the American Rescue Plan Act (ARP) was signed into law. ARP makes significant funding available to municipalities to mitigate the impacts of the public health crisis related to the Covid-19 virus. The City of El Cajon was allocated \$30.4 million for this purpose. This funding, while partially appropriated in Fiscal Year 2021, was fully included in this year's budget. At the time of writing, the City is still evaluating the best way to apply this funding to assist and support its citizens.
- The City issued \$147.2 million in Pension Obligation Bonds during Fiscal Year 2020-21 to address its unfunded CalPERS liability. While expected to generate \$104.7 million in total savings over the life of the bonds, savings in the first year are modest. Impacts to the Fiscal Year 2021-22 budget include a decrease in the amortized portion of the unfunded CalPERS liability of \$9.8 million, offset by the addition of the debt service payment of \$9.1 million. The result is estimated savings of approximately \$700,000.
- For a number of years the City has budgeted Capital Improvement Projects (CIP) on an annual basis. That is, project appropriations elapsed at year end and reestablished with each year's budget. As part of last year's budget, the City returned to a more traditional project based budgeting model. In this format, a project budget, once approved by the City Council, will be in place until completed or amended by the City Council. This not only facilitates improved project administration, but also improves the transparency and understandability of project budgeting.
- Work is underway on the replacement of the City's financial management program. The current system is nearing the end of its functional life, and the prospect of an inability to repair or back up data is a major security concern. The new system, in addition to addressing these issues, will also enhance efficiencies and productivity. This system in anticipated to go-live for Fiscal Year 2022-23, and was taken into consideration throughout the development of this year's budget.
- Included in this spending proposal is the replacement of an engine in the City's fire suppression fleet. Replacing the 13-year-old engine promotes both firefighter safety and fire protection by providing City crews with modern equipment. Acquisition and outfitting is estimated to total \$760,200.
- During Fiscal Year 2020-21, the City contracted with the San Diego Humane Society to operate the City's animal care facility. This change has positively

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

impacted services delivered to the citizens of El Cajon through extended hours, additional animal control/field service coverage, new community engagement programs, and more robust veterinary services. The effects of this change in service delivery is reflected in this document.

- The City curtailed the use of part-time and temporary staff during Fiscal Year 2019-20 and 2020-21 as a result the economic impacts of the public health crisis related to the Covid-19 virus. As economic conditions have since improved, the resumption of this practice is anticipated in the Fiscal Year 2021-22 Annual Budget.
- The City continues to have significant employee turnover through retirement and other attrition. In order to ensure efficient continuity of ongoing programs and services, the proposed Fiscal Year 2021-22 Annual Budget authorizes the limited hiring of new staff prior to the separation of the departing incumbent. The duration of the short training and development overlap periods and the positions to which they will apply will be determined on a case-by-case basis by the City Manager.



# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### **The Budget Program**

The City of El Cajon's annual budget is one part of an overall financial planning and monitoring program. Major components of the plan include the Five-Year Business Plan, the Annual Budget, and the Comprehensive Annual Financial Report. When viewed as a cycle, they represent long term planning, the implementation of that plan, and the measurement and execution of that plan.

#### **Five-Year Business Plan**

This document is a long range plan intended to clarify City goals and objectives. By forecasting five years, City decision makers can easily see the long term impacts of their decisions, as well as provide time to prepare for future challenges.

#### **Annual Budget**

The Annual Budget is the mechanism of transforming long term vision and priorities into a functional action plan. This document establishes service levels, as well as investments in capital needs. Additionally, it serves as the spending authority for the fiscal year.

All departments of the City are required to submit requests for appropriation to the City Manager in March of each year. The City Manager uses these requests as the starting point for developing a proposed budget. The City Manager then presents the proposed budget to the City Council for review. The City Council may hold workshop meeting(s) and has a public hearing to adopt a final budget no later than June 30, the close of the City's fiscal year. The appropriated budget is prepared by fund (e.g., general fund), function (e.g., Public Safety), department (e.g., Police), and activity (e.g., Patrol). The City Manager may transfer appropriations between departments within a fund. However, transfers of appropriations between funds require approval of the City Council.

#### **Comprehensive Annual Financial Report**

The Comprehensive Annual Financial Report provides vital feedback in the form of actual financial performance. In addition to detailing results, it also discusses deviations from planned activity. It can be viewed as the report card for how well the City executed its plan.

#### **Budget Award**

In Fiscal Year 2020-21, the City received the California Society of Municipal Finance Officers certificate of award for Excellence in Operating Budgeting. This was the twenty fourth consecutive year the City has received this prestigious award. In order to achieve this award, the City has had to present a comprehensive budget meeting "best practices" criteria of the profession, with evaluation being made by independent finance officers within the society.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### **Performance Measures**

Performance Measures serve as a valuable tool to communicate the level of government performance to the public. These measures may communicate the quality, volume, or type of goods or services provided. They may also demonstrate the government's priorities and goals, as well as the use of public resources. In the context of viewing the City as a whole, they help paint a picture of the long-term service requirements of the City of El Cajon.

Function/Program	2018	2019	2020
Community Development			
Building permits issued	2,208	2,501	2,520
Building inspections conducted	6,919	11,142	9,580
Police			
Physical arrests	4,754	6,385	6,432
Traffic violations	2,244	2,003	1,907
Parking violations	2,443	2,797	2,266
Animal Control			
Licenses issued	1,679	1,340	1,471
Adoptions	1,064	1,054	1,530
Fire			
Emergency responses	15,562	15,802	14,993
Fires extinguished	157	125	360
Public works			
Street resurfacing (miles)	5	8	27
Recreation			
Facility rentals	378	386	182
Classes and other bookings	1,281	1,433	811
Attendance	100,677	105,226	113,552
Wastewater			
Average daily sewage transportation			
(thousands of gallons)	6,458	7,321	7,630

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

# **Major Fund Overview**

The City of El Cajon has five major funds: General Fund, Low-Moderate Income Housing Asset Fund special revenue fund, HOME special revenue fund, Wastewater enterprise fund, and the City Capital Improvement Program fund. A summary of the first four of these funds is presented below. Additionally included is the American Rescue Plan Fund in anticipation of Major Fund designation. The City Capital Improvement Program fund is addressed as part of the Capital Improvement Program.

#### **GENERAL FUND**

The General Fund serves as the City's primary operating fund. This fund accounts for all financial resources that are not accounted for in another fund. General Fund operations are primarily funded by taxes.

#### Fiscal Year 2020-21 Budget vs. Estimated Actual

<u>Revenues</u> – Estimated General Fund revenues and other financing sources are projected to be \$75.7 million, which is approximately \$1.6 million over the \$74.1 million amended budget. The majority of this difference is due to stronger than anticipated Sales Tax revenue.

<u>Expenditures</u> – Estimated General Fund expenditures and other financing uses are projected to be \$82.3 million, which is \$843,110 under the \$83.1 million amended budget. The estimated savings were not achieved via any large, single driver, and are expected to be within 1.0% of budget.

As a result, the combined impact to General Fund reserve balances is an estimated decrease of \$6.6 million. However, of this use of reserves, \$2.0 million was the result of funding the initial deposit in the PARS Section 115 Trust from the Reserve for Unfunded Pension Obligations. Additionally, \$3.2 million of Carryover Reserve funding was appropriated and transferred to the City Capital Improvement Program. Once these are accounted for, the use of reserves drops to approximately \$1.4 million, an improvement of \$2.2 million from the \$3.6 million surplus drawdown anticipated in the Fiscal Year 2020-21 Preliminary Annual Budget.

#### Fiscal Year 2021-22 Preliminary Budget

Revenues – The Fiscal Year 2021-22 budget anticipates General Fund revenues totaling \$83.6 million. This represents a \$9.6 million (12.9%) increase from the previous year's budget. The majority of this increase (\$6.5 million) is attributable to sales taxes growth as a result of the recovering economy, but also as a result of increased capture of sales tax

# **Budget Message**

Fiscal Year 2021 - 2022 Annual Budget

from internet sales. Additionally, it is anticipated that Transient Occupancy Tax (TOT) will also rebound, along with modest growth in most other categories.

Revenues are projected to change as shown on the following table:

Revenue Category	FY 2020-21 Estimated Actual	FY 2021-22 Preliminary Budget	Increase / (Decrease)
Sales Tax	\$ 25,117,883	\$ 28,245,985	\$ 3,128,102
Sales Tax (Proposition J)	9,790,004	10,943,138	1,153,134
Property Taxes	9,757,671	10,294,343	536,672
Property Taxes In Lieu - MLVF	10,440,519	11,014,748	574,229
Property Taxes - RPTTF Distribution	1,500,000	1,500,000	-
Franchise Fees	6,178,227	6,553,000	374,773
All Other Taxes	3,391,847	3,962,650	570,803
Permits & Fees	1,673,785	1,819,000	145,215
Charges for Services	2,958,679	2,863,980	(94,699)
Investment Earnings	800,000	800,000	-
All Other Revenues	4,060,908	5,642,217	1,581,309
TOTALS	\$ 75,669,523	\$ 83,639,061	\$ 7,969,538

<u>Expenditures</u> - Expenditures of \$83.7 million are proposed in accordance with the guidelines of the Five-Year Business Plan. This is a \$638,076 increase, or 0.8%, compared to the revised Fiscal Year 2020-21 budget. The majority of this increase is the result of the restoration of the measures put in place to mitigate the effects of the public health crisis related to the Covid-19 virus.

General Fund Department Expenditures	FY 2020-21 Amended Budget	FY 2021-22 Preliminary Budget	Increase / (Decrease)	% Change
General Government	\$ 6,966,506	\$ 7,814,578	\$ 848,072	12.2%
Police	38,364,561	41,414,645	3,050,084	8.0%
Fire	16,943,527	17,874,511	930,984	5.5%
Public Works	8,667,193	8,891,338	224,145	2.6%
Parks & Recreation	3,349,351	3,636,513	287,162	8.6%
Community Development	2,574,847	3,107,476	532,629	20.7%
Other Financing Uses	6,235,000	1,000,000	(5,235,000)	(84.0)%
TOTALS	\$ 83,100,985	\$ 83,739,061	\$ 638,076	0.8%

<u>Revenues over Expenditures</u> - Proposed General Fund estimated revenues of \$83.6 million are less than the proposed expenditures of \$83.7 million. This includes the use of \$100,000 of General Fund reserves for additional training in the Police Department in the areas of de-escalation and less-than-lethal use of force.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

	Fiscal Year 2021-22
Revenues and Sources of Funds	\$ 83,639,061
Expenditures and Uses of Funds	(83,739,061)
Uses Exceeding Sources	<u>\$ 100,000</u>

<u>Fund Balance</u> - The projected ending budgetary fund balance at June 30, 2022, is anticipated to be as follows:

Carryover Reserve	\$ 12,866,506
Designated for Economic Uncertainty	6,500,000
Reserve for Unfunded PERS/Retirement	6,000,000
Operating Reserves (20% of Expenditures)	<u>16,747,812</u>
Estimated General Fund Balance	\$ 42,114,318

The following defines the fund balance categories and the corresponding amount for each category shown above.

<u>Unassigned Fund Balance for Carryover Reserve</u> - This reserve is funded by revenues received in excess of expenditures, and is available for future appropriation.

<u>Assigned Fund Balance Designated for Economic Uncertainty</u> - This reserve is established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

<u>Assigned Fund Balance Designated for Unfunded PERS / Retirement Obligations</u> - Due to increasing retirement contribution rates to CalPERS and unfunded pension obligations, the City Council approved the Pension Reform and Fiscal Responsibility Plan, which includes making periodic additional payments to CalPERS, whenever fiscally prudent.

Committed Fund Balance for Operating Reserve - This reserve is a long-standing reserve established as 20% of annual expenditures. The reserve serves two purposes: (1) to provide General Fund cash flow between July and December when expenditures typically exceed revenues until the City receives its first large revenue receipts later in the fiscal year; and (2) to serve as a reserve of last resort against unexpected events or risks outside the City's control. Rating agencies look for adequate reserves as the single most important criteria in their rating of government agencies.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### **WASTEWATER FUND**

The Wastewater Fund is responsible for the management and disposal of wastewater, and is the City of El Cajon's only enterprise fund. This fund is overseen by the City's Public Works Department, and is funded primarily by fees charged to external customers.

In Fiscal Year 2021-22, the Wastewater Fund anticipates operating revenues of \$28.4 million. This is up \$6.6 million, or 30.3%, from budgeted amounts in Fiscal Year 2020-21.

Operating expenses are anticipated at \$24.5 million in Fiscal Year 2021-22. This is a \$2.0 million increase from Fiscal Year 2020-21 estimated actual operating expenses of \$22.4 million. New capital improvement expenses, along with vehicle and equipment replacement, is anticipated to total \$6.4 million.

#### AMERICAN RESCUE PLAN Act FUND

In March 2021 the American Rescue Plan Act (ARPA) was signed into law. ARPA makes significant funding available to municipalities to mitigate the impacts of the public health crisis related to the Covid-19 virus. The act included the allocation of \$30.4 million to the City of El Cajon for this purpose. This funding, while partially appropriated in Fiscal Year 2021, was fully included in this year's budget. At the time of writing, the City is still evaluating the best way to apply this funding to assist and support its citizens.

#### LOW-MODERATE INCOME HOUSING ASSET FUND/ HOME FUND

The Low-Moderate Income Housing Asset Fund (LMIHAF) and HOME Fund are special revenue funds used to manage the housing programs and projects to increase affordable housing opportunities for the City's lower income households. The fund is administered by the City's Community Development Department, and is funded primarily by federal grants and revenues generated from the housing assets transferred by the former redevelopment agency.

In Fiscal Year 2021-22, revenues for the LMIHAF are anticipated to total \$503,421. This is \$4.5 million lower compared to the \$5.0 million budgeted in Fiscal Year 2020-21. Housing administrative expenditures are anticipated at \$392,871 in Fiscal Year 2021-22. This is higher compared to Fiscal Year 2020-21 estimated expenditures of \$240,124. In Fiscal Year 2021-22, housing project expenditures are anticipated to be \$2.8 million for the acquisition and rehabilitation of multi-family residential properties. HOME expenditures are anticipated to total \$596,686.

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

# **Other City Funds**

#### SPECIAL REVENUE FUNDS

#### CARES Act Fund

The Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is an economic stimulus bill signed into law on March 27, 2020, in response to the economic fallout of the COVID-19 pandemic. While it is expected that all funding made available through this act will be expended in Fiscal Year 2020-21, an expenditure budget of \$283,612 is included in this year's proposed budget to account for the possibility of delays or timing differences.

#### Gas Tax and Transit (TDA)

Gas Tax funding is used for street maintenance operating costs, while TDA funding is proposed for qualifying bus shelters and related transit expenditures, including rehabilitating the pavement along heavily-traveled bus routes. Expenditures are proposed at \$2.8 million and \$104,974 respectively.

#### Federal and State Asset Forfeiture

This fund accounts for police asset forfeiture revenues and expenditures. Expenditures for law enforcement equipment and facility needs in the amount of \$67,850 are proposed.

#### Local Public Safety

This fund accounts for the allocation of sales tax revenue (Proposition 172) restricted for public safety, including police and fire protection. Total funding in the amount of \$752,407 is proposed for Fire Department capital outlay (\$227,500), Police Department programs and equipment (\$127,500), Regional Communication System payment (\$232,407), and School Resource Officer (SRO) positions when the Grossmont Union High School District is out of session (\$160,000).

#### Magnolia Performing Arts Center

This fund is used to administer the operations of the Magnolia Performing Arts Center. Due to anticipated impacts of the Covid-19 virus related public health crisis, a plan of activities during Fiscal Year 2021-22 is not currently available, a rough estimate of basic operating costs, sufficient to begin operations, are included in this budget document. As a result, revisions to this budget may be necessary. Operating expenditures are budgeted at \$1.1 million.

#### Federal, State, and Local Grants

Proposed expenditures of \$1.1 million are funded with carryover grant funds and anticipated revenues from multiple granting agencies. These other grant funds include the California Beverage Container Recycling Grant (\$25,868), State Citizens Option for Public Safety (COPS) (\$372,227), Urban Area Security Initiative grants (\$417,871), and miscellaneous public safety grants from multiple sources (\$264,951).

# **Budget Message**

Fiscal Year 2021 – 2022 Annual Budget

#### Recreation Special Programs

The Recreation special programs fund is comprised of revenues and expenditures for user paid programs, fund-raising activities, and student grant funding. Proposed expenditures of \$737,744 will be funded through fees and donations.

#### Community Development Block Grant (CDBG)

New grant expenditures are budgeted at \$1.3 million in addition to rebudgeted funds carried over from the previous year. The significant programs and projects to be funded by CDBG include the Housing Rehabilitation Program for mobile and single family homes, neighborhood park improvements, ADA Curb Ramps Program, support of several public facilities and community service programs, and CDBG administration

#### **INTERNAL SERVICE FUNDS**

Internal service funds are used to account for the financing of goods or services provided by one fund, or department, to other funds or departments, on a cost-reimbursement basis. The City operates six internal service funds. Annual utilization and amortized costs are charged to user departments/activities in accordance with replacement schedules, servicing needs, and insurance liability.

Fund/Activity	FY 2021-22 Preliminary Budget
Vehicle/Equipment Maintenance	\$ 2,199,548
Vehicle/Equipment Replacement	1,183,100
Self-Insurance	2,500,123
Workers' Compensation Self Insurance	1,507,000
Information Technology Services	3,814,479
Other Post-Employment Benefits	1,096,000



## CITY OF EL CAJON FIVE-YEAR BUSINESS PLAN FISCAL YEAR 2021-22 UPDATE

The Five-Year Business Plan is used to evaluate and update revenue and expenditure assumptions for the General Fund and other funds based on current economic conditions. Long-range forecasting can reveal imbalances not apparent today, providing time to take corrective action in a proactive way. Accordingly, financial planning is central to how the City is governed and managed. This long-range financial forecast is not intended as a budget, but as a decision-making tool.

The purpose of the plan is to assist City staff in making better business decisions by assessing mid-term and long-term financial implications of current economic conditions and proposed obligations, policies, programs, and assumptions. As such, the Five-Year Business Plan is an important tool in preparation of the upcoming budget. The plan represents the opportunity to take a broad view of the City's operating finances before considering the details of the Annual Budget.

#### **Economic Outlook**

The economic outlook for the county, state, and nation are taken into consideration when updating the Five-Year Business Plan. Economic impacts resulting from the public health crisis caused by the COVID-19 pandemic has shaken economies worldwide. However, after a tumultuous 2020, the outlook for the economy is guarded, but optimistic for 2021.

In a January 27, 2021 press release, the Federal Open Market Committee made the following comments.

The COVID-19 pandemic is causing tremendous human and economic hardship across the United States and around the world. The pace of the recovery in economic activity and employment has moderated in recent months, with weakness concentrated in the sectors most adversely affected by the pandemic. Weaker demand and earlier declines in oil prices have been holding down consumer price inflation.

#### The release continued:

The path of the economy will depend significantly on the course of the virus, including progress on vaccinations. The ongoing public health crisis continues to weigh on economic activity, employment, and inflation, and poses considerable risks to the economic outlook.

The UCLA Anderson School of Management discussed the economic outlook in a December 9, 2020 release with the following language.

A year ago, the idea that recovery from a national recession would depend on mass vaccinations ending a pandemic was not on most economists' minds. But that's the scenario today, as the nation considers how to inoculate the population against COVID-19. The reopening of the economy is directly related to the population's ability to safely return to work. As a result, the latest UCLA Anderson Forecast report, written by senior economist Leo Feler, anticipates two more quarters of slow growth — seasonally adjusted

annual rates of 1.2% for the fourth quarter of 2020 and 1.8% for the first quarter of 2021 — before robust growth of 6% in the second quarter of 2021.

After that, growth rates should remain above 3.0% well into 2023. "We expect the economy will reach its previous peak by the end of 2021," Feler writes.

With events continuing to unfold, and with the promise of additional Federal stimulus, caution remains prudent. The City will monitor events closely, and continue to make sound decisions based on data, rather than speculation.

#### **Highlights of this Update**

Perhaps the most important element of this report's projected activity is much stronger estimated Sales Tax revenue performance than previously expected. While news abounds regarding challenged brick and mortar businesses, and the negative impact that has had on Sales Tax revenue, on-line business has surprised many with a robust contribution to the bottom line.

A number of other adjustments have influenced the projections presented, which demonstrate a far better long-term outlook than even the most recent pre-COVID work. Included in these projections are the following changes.

- Budgetary impacts of issuing Pension Obligation Bonds
- Transition to the Humane Society to provide animal care services
- Economic effects of opening new car dealerships and hotels, as well as a new solid waste hauler franchise agreement
- A general move to more typical, sustainable operations

This report has traditionally included the projection of the next five years. This timeframe represents a dependable window in which to anticipate performance. However, as focus shifts to longer-term solutions and strategies, the need for a longer view had grown. Therefore, for the first time, the projections include an additional five years, for a total projection window of ten years. What is most noteworthy in these additional projected years is the significant drop-off in revenues as a result of the conclusion of the additional sales tax authorized by Proposition J in 2009. While this work has value in helping to understand the long-term effects of decisions, it should be noted that accuracy diminishes with each successive year projected.

As a result of these influences listed above, the outcome of this forward looking work demonstrates a continued need for diligent management, but also an outlook that is trending towards improving fiscal health.

#### **Employee Retirement - CalPERS**

The City is a member of the California Public Employees' Retirement System (CalPERS). All City employees who work at least 1,000 hours per fiscal year are eligible to participate in CalPERS. Participants in the plan vest after five years of employment.

Over the past few years the CalPERS Board approved significant changes to actuarial policies and assumptions to enhance the long-term stability of the fund. These changes, along with poor investment performance, caused employer retirement contribution rates to increase and significantly burdened City finances. As a result, the City took significant action in 2020 to address the challenge. This escalation in costs is demonstrated in the chart below showing CalPERS employer contribution rates.

#### **CALPERS EMPLOYER CONTRIBUTION RATES**

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Miscellaneous Plan	33.761%	37.760%	40.797%	46.202%	53.018%
Safety Plan	47.459%	49.811%	57.725%	63.627%	67.740%

<sup>\*</sup>The rates stated above are employer rates only; employee rates apply in addition to the above rates.

During the past year, the City adopted a Pension Funding Policy that will shape City pension funding strategy. Perhaps the most important component of this Policy is a requirement to annually assess plan status and required action. Additionally, a Public Agency retirement Services Section 115 Trust was establish to provide the City and alternative to investing pension funding with CalPERS, as well as to assist in rate stabilization. Lastly, early in 2021, the City issued Pension Obligation Bonds (POB) in an effort to refinance a portion of its pension debt at a dramatically lower cost.

As a result of issuing POBs, the City combined unfunded liability with CalPERS was reduced from \$206.5 million (06/30/2019 CalPERS actuarial valuation), to \$55.6 million. This will significantly reduce contribution requirements, but updated projected contribution rates will not be available until the next actuarial valuation is issued later in 2021. However, presented below is a table showing the original, pre-POB unfunded liability payments along with the revised payments, the POB debt service payments, and the resulting projected savings over the next five-years.

ESTIMATED CALPERS/POB CASH FLOW ANALYSIS							
Fiscal	Original UAL	POB Debt	Remaining	Estimated			
Year	Payment	Service	<b>UAL Payment</b>	Savings			
FY 2020-21	15,199,342	-	-	-			
FY 2021-22	16,709,382	9,118,884	7,138,714	451,784			
FY 2022-23	18,083,972	9,122,874	7,446,263	1,514,835			
FY 2023-24	19,004,360	9,121,854	7,651,036	2,231,470			
FY 2024-25	18,204,487	9,120,081	6,094,433	2,989,973			
FY 2025-26	18,202,417	9,118,645	5,719,662	3,364,110			

CalPERS employer contributions, and the City's unfunded pension liability, continue to represent one of the most significant challenges for the City. While the City has taken significant action to mitigate this issue, there is no guarantee that CalPERS contributions will not continue to grow. It is imperative that the City maintains focus on this issue to ensure the continuation of the progress it has made.

## **Assumptions Utilized in the Five-Year Business Plan**

The Five-Year Business Plan is based on the following assumptions regarding the future.

## **General Fund Revenue Assumptions**

- 1. Revenue projections are based on anticipated Fiscal Year 2020-21 revenues as determined by mid-year analysis, as well as the most recent data available.
- 2. Sales tax revenue projections are based on estimates provided by the City's sales tax consultant/analyst.
- 3. Property tax revenues are projected to grow by 4.0% annually.
- 4. Ongoing residual revenue distribution resulting from the dissolution of the redevelopment agency, net of expenses, is conservatively projected based on experience.
- 5. Franchise fees from SDG&E, Waste Management, EDCO, Cox Communication, and AT&T are projected to stabilize in the next year, and return to annual increases of 2.0% beginning Fiscal Year 2022-23.
- 6. Assumes Transient Occupancy Tax will fully recover over the next two fiscal years and return to stable performance in Fiscal Year 2023-24
- 7. Assumes most other revenues to grow 2.0% annually where appropriate.
- 8. Anticipates *no* revenue reductions to aid in balancing the State's budget.
- 9. Assumes no extension of the additional sales tax authorized by Proposition J in 2009.

## **General Fund Expenditure Assumptions**

- 1. Salary and wages are projected using negotiated rates where available, and assumes 2.0% growth where applicable.
- 2. Personnel costs assume an attrition rate of 5.0% in all projected years.
- 3. Pension related costs are projected based on information provided by CalPERS as part of the actuarial valuations.
- 4. Materials and Supplies expenditure growth is projected at 2.0% annually where appropriate.
- 5. Assumes General Fund funding of the City's capital improvement program and vehicle replacement resumes Fiscal Year 2022-23.
- 6. Assumes no additional pension related contributions; however, this may be presented for consideration in conjunction with the Annual Pension Review in the fall of 2021.
- 7. Assumes no additional General Fund subsidy in support of Magnolia Performing Arts Center operation.

#### **Projection Limitations**

Projections are designed to anticipate future performance based on past results, but unforeseen events can dramatically impact anticipated results. Projections should therefore be used as a planning tool and to identify structural flaws. The mitigation of these unforeseen events takes place during the annual budget process and the daily operation of the organization.

## **General Fund Projection Results**

Once the assumptions identified above are taken into account, and weighed alongside objective information, a picture of anticipated results emerges. The overall conclusion is that revenue growth is anticipated to recover, and then be slow, but is now more closely aligned to expected growth in expenditures. The impact of unforeseen events may have much bigger impacts than what is anticipated here. The information presented below indicates the starting point from which adjustments can be made during the annual budget process to ensure balanced budgets going forward.

Fiscal	Projected	Projected	Change in
Year	Inflows	Outflows	Fund Balance
FY 2020-21	75,926,466	79,239,774	(3,313,308)
FY 2021-22	80,346,916	80,760,574	(413,658)
FY 2022-23	83,450,920	85,072,414	(1,621,494)
FY 2023-24	86,200,987	88,078,845	(1,877,858)
FY 2024-25	88,603,950	89,299,259	(695,309)
FY 2025-26	90,996,164	90,113,488	882,676
FY 2026-27	93,460,164	92,592,813	867,351
FY 2027-28	95,998,282	94,259,112	1,739,170
FY 2028-29	98,612,933	95,960,427	2,652,506
FY 2029-30	86,940,655	97,697,093	(10,756,438)
FY 2030-31	89,284,970	99,469,769	(10,184,799)

## **Fund Balance**

City Council Policy B-12, Fund Balance, establishes a policy that ensures the City maintains adequate fund balance and reserves to provide sufficient cash flow for daily needs, secure and maintain investment grade bond ratings, offset significant economic downturns and revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.

In accordance with the Policy, the General Fund, Fund Balance is currently segregated into an operating reserve, an economic uncertainty reserve, an unfunded pension obligation reserve, and a carryover reserve. The purpose for each of these reserves is discussed more fully below.

<u>Operating Reserve</u> – The Operating Reserve is recomputed annually at 20% of expenditures and is maintained each year. The Operating Reserve serves the following essential purposes:

- 1. Provides cash flow to avoid borrowing (tax and revenue anticipation notes) during low cash periods (typically the first six-months of the fiscal year).
- 2. Provides interest-earning revenues to benefit the General Fund.
- 3. Serves as the single most important practice evaluated by credit rating agencies when rating a municipality.

- 4. Protects the City from unforeseeable circumstances such as:
  - Unexpected costs resulting from a national or local disaster.
  - · A sudden worsening in the economy.
  - Unanticipated external factors, such as litigation or negative actions of other governments.

<u>Economic Uncertainty Reserve</u> – This reserve is established for the purpose of stabilizing delivery of City services during periods of structural budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

<u>Unfunded Retirement Obligation Reserve</u> - This reserve was established to address the increasing unfunded liability and higher employer contribution rates. CalPERS conducts periodic evaluations of the actuarial assumptions and, after due consideration by its Board, modifies the assumptions based on actual experience.

<u>Carryover Reserve</u> – The Carryover Reserve is available for the following purposes, and, without mitigation, is expected to be reduced over the course of the Five-Year Business Plan:

- Allocating additional contributions to vehicle/equipment replacement, information technology replacement, and capital improvement projects for long-term fiscal sustainability.
- 2. Stabilizing delivery of City services during periods of operational budget deficits.
- 3. Mitigating the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

Based on projections, and without mitigation, the table below summarizes the impact on fund balance of anticipated activity over the next five years.

GENERAL FUND	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26
Projected Total Ending Fund Balance	\$45,489,362	\$45,075,704	\$43,454,209	\$41,576,352	\$40,881,042	\$41,763,718

## **Guidelines for Fiscal Year 2020-21 Budget Development**

Personnel changes (additions and/or reclassifications), if needed, must be offset by cost reductions or revenue enhancements.

Overtime must be limited to only covering vacancies and other staffing shortfalls.

Contain material, supplies, and services growth allowing for only inflation/cost increases where applicable.

Non-General Fund resources should be utilized as a first priority for capital needs.

#### RESOLUTION NO. 050-21

## RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON ADOPTING THE FISCAL YEAR 2021-2022 ANNUAL BUDGET

WHEREAS, the City Council of the City of El Cajon reviewed the proposed 2021-2022 annual budget at the June 8, 2021 City Council meeting, and accepted public comments to the proposed budget; and

WHEREAS, on June 22, 2021, the City Council further held a public hearing to accept additional testimony, both oral and written, related to the proposed 2021-2022 annual budget; and

WHEREAS, the annual budget includes all City grants and annual capital improvement budgets; and

WHEREAS, copies of the budget have been provided on the City's website, at various City Hall locations, and made available to the public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

The City Council does hereby approve and adopt the City of El Cajon budget titled City of El Cajon Annual Budget 2021-2022, incorporated herein by reference, and reaffirm all active capital project budgets and related funding transfers.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California, at an Adjourned Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 22<sup>nd</sup> day of June 2021, by the following vote to wit:

AYES

Goble, Metschel, Wells

NOES

None

ABSENT

Kendrick, Ortiz

**DISQUALIFY:** 

None

Bill Wells Mayor of the City of Fl Cajor

ATTEST:

Angela L. Cortez CMC, City Clerk

06/22/21 CC Agenda

Reso - Budget -- Adopt City FY 21-22 Budget 061521

#### **RESOLUTION NO. 051-21**

## RESOLUTION APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-2022

WHEREAS, Article XIII (B) of the State Constitution places various limitations on the appropriations of the state and local governments; and

WHEREAS, Article XIII (B) provides that the appropriations limit for the fiscal year 2021-2022 is calculated by adjusting the appropriations of the fiscal year 2020-2021 for changes in the price and population; and

WHEREAS, the information necessary for making these adjustments is attached in Exhibit "A," and made a part hereof; and

WHEREAS, the City of El Cajon has complied with all of the provisions of Article XIII (B) in determining the appropriations limit for fiscal year 2021-2022.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

That the appropriations subject to limitations in fiscal year 2021-2022 shall be \$184,109,115 for the City of El Cajon.

PASSED AND ADOPTED by the City Council of the City of El Cajon, California, at an Adjourned Regular Joint City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meeting held this 22<sup>nd</sup> day of June 2021, by the following vote to wit:

**AYES** 

Goble, Metschel, Wells

NOES

None

ABSENT

Kendrick, Ortiz

**DISQUALIFY:** 

None -

Bill Wells, Mayor of the City of El Cajor

ATTEST:

Angela L. Cortez, CMC, City Clerk

06/22/21 CC Agenda

Reso - Budget - Annual Appropriations Limit for FY 21-22 Budget 061521

#### **EXHIBIT "A"**

# DETERMINATION OF 2021-2022 APPROPRIATIONS LIMIT CONSTITUTIONAL SPENDING LIMITS

Article XIII (B) of the California Constitution provides that the City's annual appropriations be subject to certain State limitations. This appropriations limit is often referred to as the Gann Limitation. The City's limitation is calculated each year and is established by a resolution of the City Council as a part of the Annual Operating Budget.

The Article XIII (B) limitation for Fiscal Year 2021-2022 is \$184,109,115. The Gann spending limitation is calculated by taking the prior year's limitation of \$173,575,944 and adjusting it by the growth factor in the California Per Capita Personal Income and change in the population within the County of San Diego.

The Article XIII (B) limitation is not a restricting factor for the City of El Cajon due to the population growth during the past several years.

#### Basic References:

- (1) City of El Cajon Resolution No. 070-20 (established 2020-2021 appropriations limit)
- (2) Article XIII (B), State Constitution, as implemented by SB 1352 of 1980 and amended by Proposition 111 and SB 88 of 1990
- (3) "Price and Population Data for Local Jurisdictions," Department of Finance, State of California, May 2021

Raw Data: California per Capita Personal Income	Non-Residential New Construction	Population Growth County of San Die		Population Growth City of El Cajon
5.73%	*	37%		32%
CORRECTED API	PROPRIATIONS LIMI	T 2020-2021	=	\$173,575,944

## Calculation:

2021-2022 1.0573 x 1.0032 = 1.06068336 x \$173,575,944 = \$184,109,115

\* Unavailable at this time.

#### **ANALYSIS**

The State Constitution (Article XIIIB) specifies that the Appropriation Limit restricts the amount of revenue that can be appropriated. Not all revenues are restricted by the Limit, only those that are "proceeds of taxes". The majority of the major General Fund revenue sources (Sales Tax, Property Tax, Business Taxes) are classified as proceeds of taxes, and are, therefore, subject to the Limit.

In addition, proceeds of taxes may be spent on several types of appropriations that do not count against the Limit. The law allows a city to spend tax proceeds on voter-approved debt, costs of complying with court orders and federal mandates, with certain restrictions, and expenditures for qualified capital outlay. Appropriations for these excludable categories do not count against the Limit.

The following is a summary of estimated appropriations subject to limit.

Total Budgeted Appropriations (in millions): LESS:	179.0
Debt Service Transactions	9.8
Capital Project Transactions	12.2
Net Appropriations subject to Limit	157.0
FY 2021-22 Appropriations Limit	184.1
Under Limit by	27.1

The City of El Cajon remains well within its appropriations limit in Fiscal Year 2021-22. The City's appropriations subject to the Appropriations Limit totals 85% and is well below the limit. Given the size of this gap, it is unlikely that the City will exceed the Appropriations Limit in the upcoming years without significant changes to the City's tax structure. Historical data follows:

			Per Capita	
	Beginning	Population	Income	
Fiscal Year	Limit	Factor	Factor	Ending Limit
2011-12	113,102,323	1.0072	1.0251	116,775,968
2012-13	116,775,968	1.0091	1.0377	122,281,146
2013-14	122,281,146	1.0080	1.0512	129,570,276
2014-15	129,570,276	1.0123	0.9977	130,862,313
2015-16	130,862,313	1.0118	1.0382	137,464,416
2016-17	137,464,416	1.0078	1.0537	145,976,056
2017-18	145,976,056	1.0092	1.0369	152,755,105
2018-19	152,755,108	1.0095	1.0367	159,865,652
2019-20	159,865,652	1.0052	1.0385	166,883,786
2020-21	166,883,786	1.0027	1.0373	173,575,944
2021-22	173,575,944	1.0032	1.0573	184,109,116
2022-23*	184,109,116	1.005	1.03	190,580,551
2023-24*	190,580,551	1.005	1.03	197,279,458
2024-25*	197,279,458	1.005	1.03	204,213,831

<sup>\*</sup>Estimated

## CITY OF EL CAJON FISCAL POLICY

#### I. FINANCIAL STRUCTURE

#### **Basis of Accounting**

The government-wide, proprietary, and fiduciary fund financial statements use the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all governmental fund revenues to be available if collected within sixty days after year-end for such items as property taxes, sales taxes, and transient occupancy taxes. Intergovernmental revenues received as a reimbursement of expenditures are considered available if collected within six months of year-end.

Expenditures are recorded when the related liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources. The City allocates certain indirect expenses incurred by the general government activity to those activities that benefit.

#### **Fund Descriptions**

The City of El Cajon's budget is organized on the basis of funds and account groups, each of which is considered a separate accounting entity with a self-balancing set of accounts. Government resources are allocated to and expenses accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. All funds' budgets lapse at the end of the adoption cycle.

The City's funds are generally classified in accordance with the City's basic financial statements, prepared in accordance with generally accepted accounting principles. The following types of funds are used by the City:

<u>GENERAL FUND</u> - This is the City's primary operating fund. This fund accounts for all financial resources except those required to be accounted for in another fund. The fund will continue to exist indefinitely.

PROPRIETARY (ENTERPRISE) FUNDS - Enterprise Funds are used to account for activities where fees are charged to external users for goods or services.

<u>Wastewater</u> - This fund accounts for the sanitary sewer disposal and maintenance of the City's sewer lines and related facilities. It is a self-supporting activity that provides services on a user charge basis to residences and businesses.

SPECIAL REVENUE FUNDS - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes.

<u>American Rescue Plan Fund</u> – The American Rescue Plan Act (ARP) was signed into law in March 2021 and made significant funding available to municipalities to mitigate the impacts of the public health crisis related to the Covid-19 virus. The act included the allocation of \$30.4 million to the City of El Cajon for this purpose.

<u>CARES Act Fund</u> - The Coronavirus Aid, Relief, and Economic Security Act is an economic stimulus bill signed into law in March 2020 in response to the economic fallout of the COVID-19 pandemic. This fund accounts for the use of funds distributed through this legislation.

<u>Gas Tax</u> - This fund accounts for state funds for preventive maintenance and repair of qualifying city streets.

<u>The Magnolia Performing Arts Center</u> – This fund accounts for the operating activity of the Performing Arts Center. Because of the subsidy from the General Fund, this fund is consolidated as part of the General Fund in the City's Basic Financial Statements in the Comprehensive Annual Financial Report.

<u>Transit</u> - This fund accounts for transit monies received under the Transportation Development Act.

<u>Local Public Safety</u> - This fund accounts for allocation of the state's sales tax revenue (Proposition 172) to be used for public safety, including police and fire protection.

<u>Federal/County Asset Forfeiture</u> - This fund accounts for police asset forfeiture revenues and expenditures.

<u>Recreation Special Programs</u> - This fund accounts for expenditures and revenues for "user pay programs" and fund-raising activities. This fund is consolidated as part of the General Fund in the City's Basic Financial Statements in the Comprehensive Annual Financial Report.

<u>Federal, State and Local Grants</u> - These funds account for various federal, state and local grants.

<u>CDBG (Community Development Block Grants)</u> - This fund accounts for federal grants for municipal improvements and community services.

<u>HOME Program</u> -This fund accounts for federal grants to support local affordable housing initiatives under the Home Investment Partnership Program.

<u>El Cajon Housing Authority Low-Moderate Income Assets Fund</u> - This fund accounts for the housing assets received from the former El Cajon Redevelopment Agency, in accordance with AB1484. These assets will be used to increase affordable housing opportunities within the City.

CAPITAL PROJECTS FUNDS - Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities. (Other than those financed by proprietary funds and fiduciary funds.)

<u>City Capital Improvement Program</u> - This fund was established to account for repairs, improvements and the preservation of City owned facilities and equipment, additional public buildings and the acquisition of land.

<u>Public Works Transportation Projects</u> – This fund was created to account for research, planning, construction, improvement, maintenance and operation of public streets and highways and their related public facilities for traffic funded with TransNet, Specific Street Obligations, Gas Tax, Highway Safety Grants, and other transportation related funding.

<u>Parks and Recreation Improvement Grants</u> - This fund was established to account for state grants to repair and improve City recreational facilities.

<u>Parks Impact Fees</u> - This fund was established to account for City financed park and recreational improvements funded with park impact fees.

<u>Public Safety Facility</u> – This fund was established for expenditures and to account for the proceeds resulting from the ½-cent sales tax increase for ten years authorized by Proposition O, as approved by the voters in November 2004. Expenditures in this fund are restricted for the construction of new public safety facilities including an animal shelter, as well as upgrades to existing fire facilities.

INTERNAL SERVICE FUNDS - Internal Service Funds are used to account for the financing of goods or services provided by one fund, or department, to other funds or departments, on a cost-reimbursement basis.

<u>Vehicle Maintenance</u> - This fund accounts for maintenance and fueling of the City's automotive equipment.

Vehicle and Equipment Replacement - This fund accounts for the funding and

replacement of the City's automotive equipment.

<u>Self-Insurance</u> - This fund accounts for liability and property insurance premiums, payment of claims and to establish reserves against future claims.

<u>Worker's Compensation - Self-Insurance</u> - This fund accounts for self insurance expenses related to Worker's Compensation, such as payment of claims and the establishment of reserves against future claims.

<u>Information Technology Services</u> - This fund accounts for information technology services, acquisition, and replacement.

<u>Other Post-Employment Benefits</u> – This fund accounts for post-employment benefits of the City including annual required contribution and annual conversions of vacation and sick leave.

#### II. BUDGET POLICIES AND PROCEDURES

El Cajon Municipal Code Section 2.04.140 states the City Manager shall prepare and submit to the City Council its annual budget.

#### **Budget Basis**

The City prepares its budget in accordance with the basis of accounting (see Section I - Financial Structure).

<u>Encumbrances</u> - Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration. Encumbrances outstanding at year-end are reported in the Notes to the Financial Statements.

Operating Budget Preparation - The City uses the following procedures in establishing the annual budget. Between September and January of the previous year, the Five-Year Business Plan and Mid-Year Report are prepared. These documents are prepared and presented to the City Council to obtain a better understanding of the state of the City's finances and to receive policy direction for preparation of the upcoming annual budget. Budget preparation instructions are prepared and provided to all departments.

Department Directors start the annual operating budget process of preparing yearend revenue estimates for Fiscal Year 2020-21 and projecting revenue estimates for the upcoming Fiscal Year 2021-22. Estimates submitted are those for which the department charges fees or receives revenues from other organizations or governments. All tax revenues and other revenues general to the City are prepared by the Finance Department. Departments are also responsible for projecting expenditures through the end of the current Fiscal Year (2020-21) and requesting expenditure appropriations for the Fiscal Year 2021-22.

Departments provide personnel allocations and the Finance Department calculates resultant salary and benefit personnel costs. The City Manager, upon receipt and review of budget submittals from departments formulates and presents the preliminary budget to the City Council in June for the upcoming fiscal year. Open workshop(s) review meetings may be held by the City Council. A public hearing is held prior to budget adoption. The City Council adopts the budget by June 30 through passage of an adopting resolution. The Fiscal Year 2021-22 Budget is legally adopted for the City and Housing Authority prior to the July 1, 2021, implementation date.

#### **Annual Budget Development**

The budget is prepared utilizing the following guidelines:

<u>Balanced Responsible Budget</u> - The budget will be balanced with a long-range perspective on what is good for the organization and community. One-time revenue adjustments, surplus drawdowns or accounting adjustments will be clearly identified to address financial shortages. The rewards of maintaining fiscal integrity in the face of budget stress far outweigh the consequences of inaction. It is important to understand that this policy is applied to the budget over periods of time extending beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Temporary shortages, or operating deficits can and do occur, but they are not to be continued as extended trends.

<u>Multi-year Financial Forecasting</u> - The City will annually prepare a *Five-Year Business* (operations) *Plan*. The plan will enable the City to anticipate potential budget stress that results from projected revenue and expense imbalances, providing information to take corrective action before budgetary gaps develop into crisis. The assumptions used in developing the Plan will serve as guidelines in development of the subsequent annual budget.

<u>Conservative Revenue Estimates</u> - Revenue estimates are based on historical trends, current position, and the economic forecasts. As a prudent policy, estimates will be conservative.

Maintains the Integrity of the Various Funds - The City's General Fund needs to be self-supporting, as do the enterprise fund and special revenue funds. The objective is to have a budget that does not borrow from one fund to feed another. Where fund transfers are made, they need to be based on logical financial policy and not for the sake of expedience. The City will maintain compliance with legal revenue restrictions for each fund.

<u>Fund Balance</u> - The City Council adopted Council Policy B-12, Fund Balance, in 2011. The policy establishes as Committed Fund Balance the General Fund's

long-standing operating reserve established as 20% of annual expenditures which serves two purposes: (1) To provide General Fund cash flow between July and December when expenditures typically exceed revenues, and (2) To serve as a reserve against unexpected events or risks outside the City's control. This amount is computed by the City Manager or designee and approved by the City Council each year in conjunction with the adoption of the annual budget. Additionally, Council Policy B-12 designates the City Manager as the official who has the authority to establish, modify, or rescind a fund balance assignment. Such assignments are identified in the Preliminary Budget and adopted by the City Council in the Final Budget.

<u>Fees And Charges</u> - Recipients of services that provide specific benefits to individuals, rather than the general public, will be responsible for payment of direct and indirect costs associated with the service provided. At appropriate intervals, the City Council will evaluate services for which fees are charged to insure they are cost covering. The Council may establish tax support for certain fees.

<u>Financial Reporting</u> - The City will establish and maintain effective financial management systems for reporting annual financial results, and monitoring budgetary developments as they occur during the fiscal year.

<u>Debt Financing</u> - The City will confine long-term borrowing to capital improvements or projects, which cannot be financed from current revenues. Generally, projects financed by issuing bonds will be paid back within a period not to exceed the expected useful life of the project. Long-term debt will not be used for current operations. The City will plan the issuance of new debt to occur when resources are available to pay for the projected debt service obligation.

<u>Full Service Costing</u> - To the extent administratively feasible, full cost accounting, breaking out and charging benefits and administrative overhead costs will be utilized.

Accounting & Auditing - The City will establish and maintain a high standard of accounting practices. The City's financial informational infrastructure will conform to and be classified according to *Generally Accepted Accounting Principles* (GAAP) for governmental accounting. The Comprehensive Annual Financial Report (audit), budget, financial reports, and interim financial reports will all conform to this standard format.

#### Capital Project Expenditures

Capital improvement projects are appropriated in the annual budget, and represent the purchase or repair of public buildings or infrastructure, requiring an expenditure exceeding \$10,000 and having a useful life expectancy of five or more years. Capital Improvement Funds have been established for public facilities, parks, wastewater, streets, economic development, housing, and other special projects.

These projects may be funded from resources of the fund or by transfer from another fund. Capital Project budgets are adopted by the City Council and remain in effect until the project is amended, cancelled, or completed.

#### **Budget Revisions**

Any budget modification resulting in a fund appropriation increase requires City Council approval. The City Manager has the authority to transfer appropriations between departments within a fund. The City Manager has the authority to transfer appropriations between capital projects within a fund, with common funding sources. Department Directors, with the concurrence of the City Manager, are authorized to transfer budgeted appropriation amounts within their departments within a fund. Transfers of appropriations between funds may only be made by authority of the City Council.

#### **Cost Allocation**

Overhead accounting provides for cost allocation of administrative and support service costs to service providing organizations (community development, public safety, public works, parks, and recreation). Allocation is based on different methods in unison or in combination, including expenditure budget amount, FTE's (full time equivalent) employees and facility square footage. A weighting of overhead charges is further broken out for operational costs versus CIP. This service enables the City to determine the full cost of program budgeting and to recapture General Fund costs expended in contracting with outside agencies and in serving other funds of the City.

For those services that recapture cost through charging fees, the overhead module provides data that enables full cost recovery accounting. The analysis of this data determines the percent of tax and fee support for each activity. A summary "Cost Center Budgeting" table follows the budget financial tables.

## **Proposition 218 and Proposition 26**

In 1996, the voters of California implemented Proposition 218, titled Right to Vote on Taxes Act, with an implementation date of July 1, 1997. Proposition 218 added Article XIII-C (Voter Approval for Local Tax Levies) and Article XIII-D (Assessment and Property Related Fee Reform) to the California Constitution. The points of the initiative follow:

- Limits authority of local governments to impose taxes and property related assessments, fees, and charges.
- Requires majority of voters approve increases in general taxes and reiterates that a two-thirds vote must approve special taxes.

- Assessments, fees, and property related charges (other than those for sewer, water, and refuse collection services) must be submitted to property owners for approval or rejection, after notice and public hearing.
- Assessments are limited to the special benefit conferred.
- Fees and charges are limited to the reasonable cost of providing the service and may not be imposed for governmental services generally available to the public.

Then in November 2010, the voters approved Proposition 26, the "Supermajority Vote to Pass New Taxes and Fees Act." Proposition 26 amended parts of Articles XIII-A and XIII-C of the California Constitution. The effect of Proposition 26 is that it may require new fees or existing fees that are extended or increased, to be classified as special taxes requiring two-thirds approval of local voters. There are seven categories of exceptions applicable to local government and the vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions. The local provisions of Proposition 26 only apply to fees imposed, extended, or increased after November 3, 2010.

The City is in compliance with Proposition 218 and Proposition 26 requirements.

#### III. DEBT ADMINISTRATION

The City of El Cajon utilizes funding from the Clean Water State Revolving Fund loan program for the construction of the Johnson Avenue Sewer Relief Project. At the completion of the project, up to \$2.0 million of the debt may be forgiven if certain conditions are met. As of the end of Fiscal Year 2020-21, the City has an estimated outstanding balance of \$9.6 million and has a payment due of \$592,205 from the Wastewater Enterprise fund in Fiscal Year 2021-22.

The City has entered into several operating lease agreements in the conduct of its day-to-day operations to provide for services. None are considered significant.

The total outstanding bonded debt of the City is within the legal limitations imposed by the State law. The City is bound by provisions of State law limiting its total indebtedness to 15 percent of the total assessed valuation of property within the City. Based on the City's total assessed valuation of \$11.0 billion, El Cajon's legal debt limit is \$1.7 billion. At June 30, 2019, the City had no outstanding bonded debt as reflected in the table below. However, during the course of Fiscal Year 2020-21, the City issued \$147.2 million of Pension Obligation Bonds. In Fiscal Year 2021-22 debt service payments total \$9.1 million.

## Summary of changes for long-term liabilities for fiscal year ended June 30, 2020:

	Beginning <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	Ending <u>Balance</u>	Due Within One Year
GOVERNMENTAL ACTIVITIES Compensated absences Claims payable Capital lease	\$ 7,016,748 1,604,000 1,459,490	\$ 4,285,635 2,353,281 	\$ (3,462,150) (192,281) (191,687)	\$ 7,840,233 3,765,000 1,267,803	\$ 3,450,055 1,986,000 197,035
Total governmental activities	\$ 10,080,238	\$ 6,638,916	\$ (3,846,118)	\$ 12,873,036	\$ 5,633,090
BUSINESS-TYPE ACTIVITIES Compensated absences CA State Water Resources SD Metro Wastewater System	\$ 362,863 10,393,396 9,858,817	\$ 338,060 - -	\$ (193,386) (415,944) (9,858,817)	\$ 507,537 9,977,452 -	\$ 192,533 424,678
Total business-type activities	\$ 20,615,076	\$ 338,060	\$ (10,468,147)	\$ 10,484,989	\$ 617,211

#### IV. RISK MANAGEMENT

## **Worker's Compensation Insurance**

The City is self-insured for Worker's Compensation insurance for claim costs up to \$125,000. For excess coverage, the City participates in the PRISM excess insurance program. The excess coverage covers claim expenses exceeding \$125,000 up to the statutory limit. Athens is the City's third party administrator. Loss control services are obtained on an as needed basis.

#### **Liability Insurance**

The City is self-insured for liability insurance through PRISM with a self-insured retention (SIR) of \$250,000. The employment practices liability SIR is \$250,000. The excess liability policy limit is \$25,000,000. The City Manager's Office administers claims against the City.

#### **Property Insurance**

For property insurance, the City participates in the Public Entity Property Insurance Program (PEPIP). PEPIP is a joint purchase program with current coverage for all risks up to \$1,000,000,000 and a \$50,000 deductible for most losses. The City also participates in the PEPIP earthquake and flood insurance programs for certain facilities with coverage up to \$5,000,000 with a deductible of 5% of the building value.

## CITY OF EL CAJON 2021-22 Budget Preparation Schedule

<u>DATES</u>	ACTIVITY	RESPONSIBILITY
12/21/20	Distribution of FY22 Budget Calendar	Finance
01/04/21	Distribution of guidelines, Budget Instructions, Forms, & Budget Revenue and Budget Expenditure Work Sheets.	Finance
02/01/21	ALL PERSONNEL FORMS DUE Personnel Allocation Part-time/Temporary Personnel Requests Reclassification/Upgrade/New Personnel Request	Departments
03/01/21	ALL BUDGET WORKSHEETS DUE Expenditures Estimate Worksheets Revenue Estimate Worksheets Supplies and Services Sheets and all other forms	Departments
02/22/21 - 03/08/21	Personnel cost distribution and distribution of internal service and overhead/support service charges.	Finance
03/08/20 - 03/22/21	Department review of completed budget preparation worksheets. Advise Finance of any number changes to budget.	Departments
03/18/21	DEPARTMENT NARRATIVES DUE	Departments
<b>03/18/21</b> 03/18/21	DEPARTMENT NARRATIVES DUE  ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!	Departments
	ABSOLUTE DEADLINE FOR MAKING	Departments
03/18/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund	·
03/18/21 03/22/21 – 04/01/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund balance tables.  City Manager budget review with Department	Finance  City Manager Department Directors
03/18/21 03/22/21 - 04/01/21 04/05/21 - 04/15/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund balance tables.  City Manager budget review with Department Directors.	Finance  City Manager  Department Directors  Finance
03/18/21 03/22/21 - 04/01/21 04/05/21 - 04/15/21 04/05/21 - 04/29/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund balance tables.  City Manager budget review with Department Directors.  Budget balancing and compiling	Finance  City Manager Department Directors Finance  Finance
03/18/21 03/22/21 - 04/01/21 04/05/21 - 04/15/21 04/05/21 - 04/29/21 04/29/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund balance tables.  City Manager budget review with Department Directors.  Budget balancing and compiling  PHOTOGRAPHS & ORG CHARTS DUE	Finance  City Manager Department Directors Finance Finance Departments
03/18/21 03/22/21 - 04/01/21 04/05/21 - 04/15/21 04/05/21 - 04/29/21 <b>04/29/21</b> 05/03/21 - 05/13/21	ABSOLUTE DEADLINE FOR MAKING FURTHER NUMBER CHANGES!  Preparation of revenue, expenditures and fund balance tables.  City Manager budget review with Department Directors.  Budget balancing and compiling  PHOTOGRAPHS & ORG CHARTS DUE  Budget proofing/review for departments.	Finance  City Manager Department Directors Finance  Finance  Departments  Departments

## FUND RESPONSIBILITIES BY DEPARTMENT

## **CITY ATTORNEY**

General Fund

## **CITY CLERK**

General Fund

#### **CITY MANAGER**

General Fund
The Magnolia Performing Arts Center
Public Safety Facility (Prop O)
Self Insurance
American Rescue Plan Act (ARPA)
CARES Act

## **COMMUNITY DEVELOPMENT**

General Fund
CDBG Program
HOME Program
Housing Authority
Housing in Lieu Fund
Federal, State & Local Grants
Successor Agency

#### **FINANCE**

General Fund
Wastewater
City Improvement Program
Other Post Retirement Benefits
Pension Obligation Bonds

#### **FIRE**

General Fund Federal, State & Local Grants Local Public Safety (Prop 172)

## **HUMAN RESOURCES**

General Fund

#### INFORMATION TECHNOLOGY

Information Technology Services
Information Technology Replacement

#### **POLICE**

General Fund
Federal Forfeiture & Seized Assets
State Forfeited Assets
Federal, State & Local Grants
Local Public Safety (Prop 172)

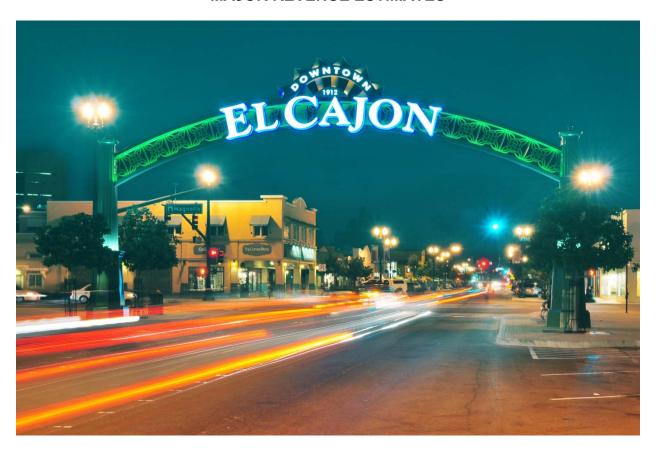
#### **PUBLIC WORKS**

General Fund
Wastewater
Gas Tax
Transit
Federal, State & Local Grants
Transnet
Road Maint & Rehab Projects
Specific Street Obligations
Traffic Congestion Relief
City Capital Improvement Projects
Park Improvement Projects Fund
Park Impact Fees
Public Works Transportaiton Projects
Vehicle & Equipment Maintenance
Vehicle & Equipment Replacement

#### RECREATION

General Fund Recreation Special Revenue

## CITY OF EL CAJON FISCAL YEAR 2021-22 MAJOR REVENUE ESTIMATES



Offered within is a summary of significant revenues this fiscal year. A significant amount of time is spent mid-year preparing the Five-Year Business Plan and analyzing current and future trends. A copy of the Five-Year Business Plan is included in this document as an attachment to the Budget Message. Source data for this section is obtained from internal and external subject matter experts. Economic indicators are reviewed regularly with the information provided by area economists, County and State agencies, as well as national sources. Internally, the number of new businesses and building permits issued often reveal the economic health of the community.

The majority of the General Fund revenues consists of three tax revenues: sales tax, property tax, and franchise tax. These tax revenues provide almost 82% of the General Fund's total revenue. Additional revenue sources include transient occupancy tax, business licenses, permit fees, intergovernmental reimbursements, charges for services, fines and forfeitures, rental income, and investment earnings.

Other major revenue sources of the City include wastewater fees, gasoline taxes, TransNet transportation sales tax, Community Development Block Grants (CDBG), HOME Investment Partnerships Program (HOME) and the American Rescue Plan Act (ARPA). A brief explanation is provided for the major revenue source and the method of determining estimated Fiscal Year 2021-22 amounts. Successful revenue projections are essential to the budget process.

## **General Fund**

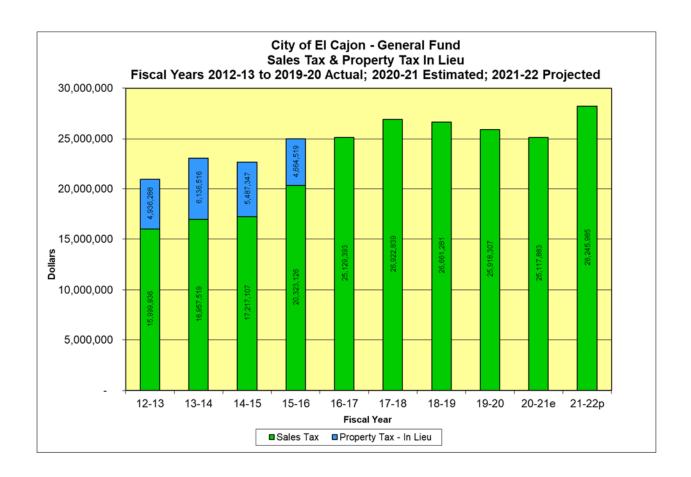
<u>Sales Tax / Property Tax – Sales in Lieu</u> – Sales tax is collected by the State and is apportioned to the City based on the point-of-sale. The City of El Cajon sales tax rate is 8.25% of taxable sales. Of that rate, 1.5% is allocated to the City, broken down as follows: 1.0% for the regular sales tax and 0.5% for a special voter approved district tax. (Proposition J, expires March 31, 2029).

There have been no changes in the Sales Tax Rate between Fiscal year 2020-21 and Fiscal Year 2021-22. El Cajon is one of seven cities in San Diego County with a total Sales Tax Rate above the county base rate of 7.75%.

San Diego County					
City Sales Tax Rate					
Chula Vista	8.75%				
Del Mar	8.75%				
National City	8.75%				
La Mesa	8.50%				
El Cajon	8.25%				
Oceanside	8.25%				
Vista	8.25%				
All Other Cities	7.75%				

A State directed revenue swap arrangement known as the Triple Flip was implemented in 2004 came to an end in Fiscal Year 2016-17. This arrangement withheld one quarter of the City's Sales Tax proceeds, and replaced it with a similar amount of Property Tax. This Property Tax received in-lieu of Sales Tax is included here for comparison only.

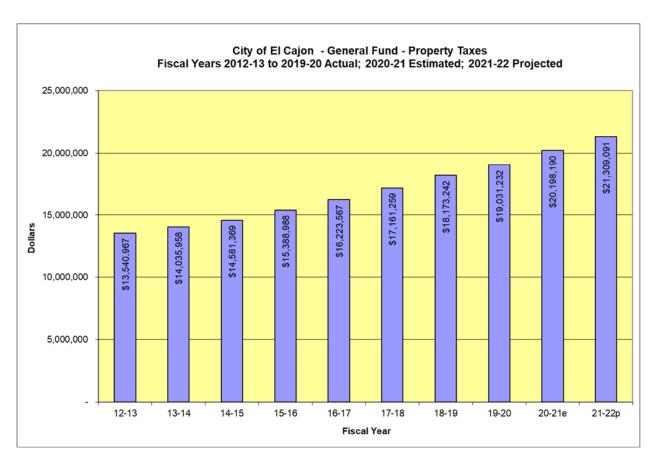
Regular sales tax is anticipated to total \$28.2 million in Fiscal Year 2021-22. This is an increase of more than \$3.1 million from the Fiscal Year 2020-21 estimated amounts. The following chart details regular sales tax receipts, as well as property tax received in lieu of sales tax as part of the Triple Flip from previous years.



<u>Proposition J Sales Tax Revenues</u> – Beginning in Fiscal Year 2009-10, an additional one-half cent is collected and remitted to the City. This sales tax is used in the General Fund to fund "Essential City Services" as approved by the voters in November, 2008. Revenue projected to be collected in Fiscal Year 2021-22 is \$11.0 million. This is an increase of \$1.2 million from the previous year.

<u>Property Taxes</u> - Property taxes are imposed on real property and attached improvements such as buildings (secured property taxes) and certain personal property (unsecured property taxes). The property tax amount is based on the property value rather than on a fixed amount or benefit. The tax rate is 1.0% annually of the property's assessed valuation, plus rates imposed to fund indebtedness approved by the voters. The City's allocation for property tax is approximately 11.17% of that 1.0%. Because the City is largely built out, assessed valuation increases, under Proposition 13, are primarily due to changes in property ownership at which time assessed valuation is changed to full market value.

Amounts shown in the following table are the City's base property tax, as described above, as well as property taxes received in lieu of vehicle license fees. Estimated amounts for property taxes are expected to increase by \$955,379 in Fiscal Year 2021-22 primarily due to increases in assessed valuation.



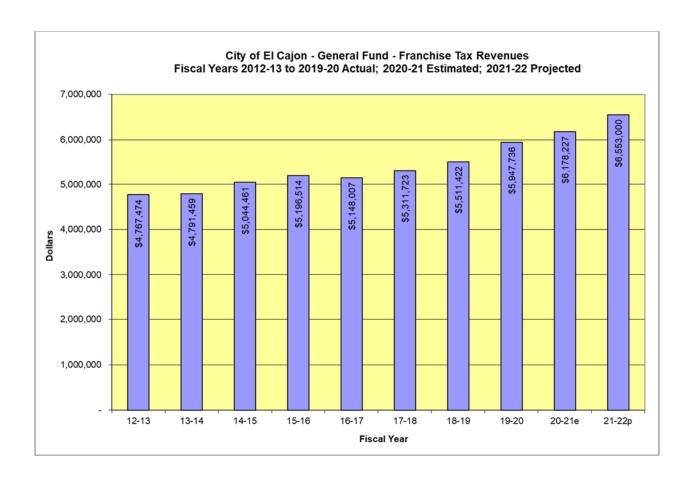
For comparison, a summary table of San Diego County municipalities assessed values, tax rates and collections for taxable property is shown below.

San Diego County						
City	A	Assessed Value (Gross)	City Direct Property Tax Rate		tal Tax Levies & Collections	
-	Ċ			۲.		
Encinitas	\$	17,159,943,000	0.2382	\$	54,143,122	
Oceanside	\$	25,004,063,125	0.2770	\$	44,395,603	
Poway	\$	11,328,422,321	0.2110	\$	14,853,178	
Carlsbad	\$	35,109,000,000	0.1927	\$	75,764,088	
Santee	\$	6,641,073,000	0.1795	\$	14,208,327	
San Diego	\$	28,669,672,000	0.1720	\$	422,798,000	
Solana Beach	\$	5,353,760,000	0.1779	\$	8,342,819	
Del Mar	\$	4,216,737,600	0.1478	\$	5,593,697	
Chula Vista	\$	1,777,172,955	0.1437	\$	35,758,059	
Vista	\$	13,751,262,824	0.0963	\$	12,749,451	
La Mesa ***	\$	8,121,059,268	0.1180		N/A	
El Cajon	\$	9,880,147,000	0.1117	\$	9,027,399	
Escondido	\$	16,482,592,718	0.1030	\$	13,683,408	
San Marcos	\$	13,615,649,280	0.0883	\$	7,990,099	
Coronado	\$	9,594,105,398	0.2981	\$	27,541,272	
National City	\$	4,279,008,825	0.1979	\$	3,892,372	

Information from 2020 Comprehensive Annual Financial Reports

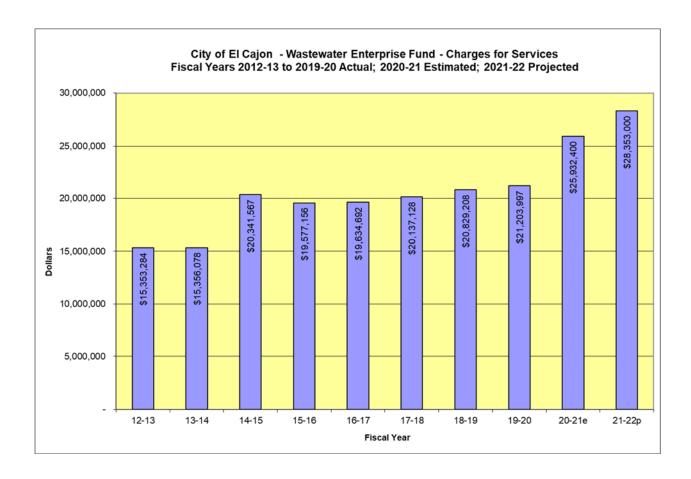
<sup>\*\*\*</sup>AV from County's 2019-2020 Summary & Tax Rate from 2016

<u>Franchise Tax</u> – As a group, franchise taxes make up the third largest revenue source in the General Fund. Franchise taxes are collected by the City for refuse (Waste Management/Edco), cable television (Cox Communication and AT&T) and gas/electric (San Diego Gas and Electric) services. These fees represent a "rental" or "toll" for the use of city streets and rights-of-way. Current franchise taxes are applied against gross receipts of income generated by the franchisee. Franchise taxes are 1.0% for gas and electric, 5.0% for cable TV, and 15.0% for refuse. Revenue generated has increased over the years based on increased cost and growth of utility services and, in some instances, the franchise tax being increased.



## **Wastewater Fund**

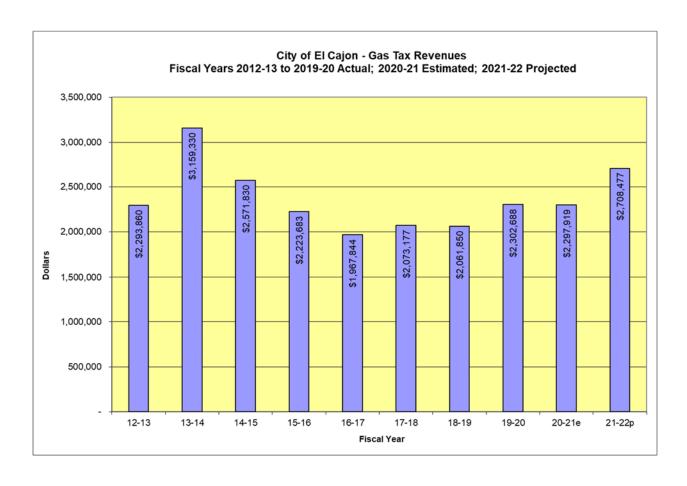
<u>Sewer Fees</u> – Sewer service fees and miscellaneous charges are necessary to pay for infrastructure, collection, and treatment costs for wastewater. Sewer charges are based on the user category and metered water use. Single-family residential users are billed a flat fee based on average water usage during the previous year winter months in order to factor out water used for landscaping. Projected Fiscal Year 2021-22 revenues are expected to total \$28.4 million.



#### **Gas Tax Fund**

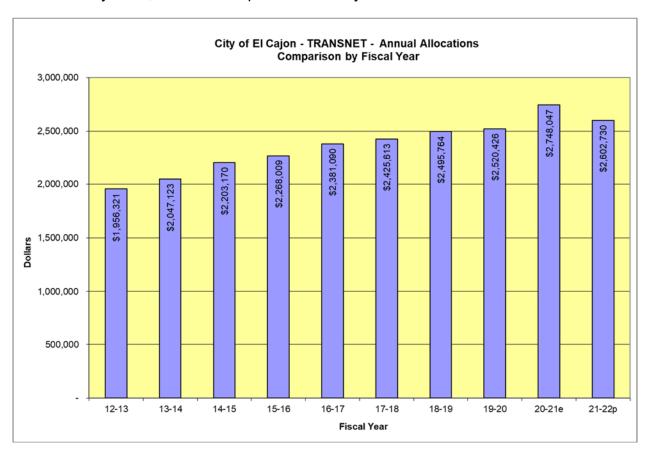
Gas Tax Revenues - Gasoline tax revenue is received from the State each year, with distribution based on both population and a flat distribution amount. The use of Gas Tax funds is limited for street maintenance and other related capital improvement purposes. Gas Tax revenues increased in Fiscal Year 2010-11 due to the State Legislature's passage of ABx8 6 and ABx8 9, which provides for a swap of state sales taxes on gasoline for a gasoline excise tax. The law intended to fully replace the local streets and road funds cities and counties would have received under Proposition 42 state sales tax on gasoline with allocations from a new higher motor vehicle excise tax (HUTA) rate. These funds are now being paid into the Gas Tax Fund. With the signing of the gasoline tax swap, Proposition 42 funds as defined are effectively eliminated. The additional Gas Tax funding received in exchange for Transportation Congestion Relief Funds (also known as Proposition 42 or TCRF) does not increase our overall pool of funds to be used for capital projects. The use of Gas Tax funds is limited to street maintenance and related capital improvement project purposes.

Gas tax revenue is expected to total \$2.7 million in Fiscal Year 2021-22.



## **TransNet Project Fund**

<u>Transportation Sales Tax Revenues</u> - The City of El Cajon shares in the receipt of sales tax revenue for public transit, highways and local road and street improvement in San Diego County. San Diego Association of Governments (SANDAG) administers this program with revenue distributed to highway, transit, and local road projects. For local street and road improvement projects, revenues are allocated among the 18 cities and the county on a formula basis. The Fiscal Year 2021-22 projected Annual Allocation decreased by \$145,317 from the previous fiscal year to \$2.6 million.



## **Community Development Block Grant Revenues**

The <u>Community Development Block Grant (CDBG) Program</u> is an entitlement grant from the U.S. Department of Housing and Urban Development (HUD). The amount allocated to the City of El Cajon varies based on Congressional allocation to HUD. CDBG funds can be used for a variety of eligible activities, including improvements to public facilities, housing rehabilitation and public and social services. Funding is restricted to providing decent housing, a suitable living environment and/or expanding economic opportunities, principally for persons of low and moderate income.

Eligible activities can include public facility, youth facility, parks and recreational facility, and ADA (Americans with Disabilities Act) improvements; fire station construction, renovations and equipment; public services through non-profit agencies; community policing; housing rehabilitation; historic preservation; economic development; Section 108 loan repayments; administration and fair housing services. In Fiscal Year 2021-22,

the CDBG entitlement is expected to total \$1.3 million, with additional funding possibilities from program income.

#### **HOME Grant Revenues**

The <u>Home Investment Partnerships Program (HOME)</u> is an entitlement grant funded by the U.S. Department of Housing and Urban Development. The amount allocated to the City of El Cajon varies based on Congressional allocation to HUD. HOME funds are used to provide affordable housing opportunities to persons of low and moderate income. Eligible activities include the rehabilitation, acquisition and construction of housing, tenant-based rental assistance, administration, and fair housing services.

The HOME allocation for Fiscal Year 2021-22 is \$604,049. Additional funds can be derived through program income, in which repayments of loans (some with equity share provisions) are made to the City. The funds are recycled and loaned again to individual families for housing rehabilitation or first-time homebuyer assistance.

#### **American Rescue Plan Act Revenues**

In March 2021 the American Rescue Plan Act (ARPA) was signed into law. ARPA makes significant funding available to municipalities to mitigate the impacts of the public health crisis related to the Covid-19 virus. The act included the allocation of \$30.4 million to the City of El Cajon for this purpose. This allocation will be distributed in two disbursements; the first \$15.2 million was received in Fiscal Year 2020-21 with the remaining balance scheduled for Fiscal Year 2021-22.

## Successor Agency to the Former El Cajon Redevelopment Agency Fund

The Successor Agency to the former El Cajon Redevelopment Agency receives periodic allocations from the Redevelopment Property Tax Trust Fund (RPTTF), administered by the County, to settle enforceable obligations of the former El Cajon Redevelopment Agency and to pay for various administrative costs. The Successor Agency prepares and submits an annual Recognized Obligations Payment Schedule (ROPS), which is subject to the approval of the Successor Agency's Oversight Board and the State Department of Finance.

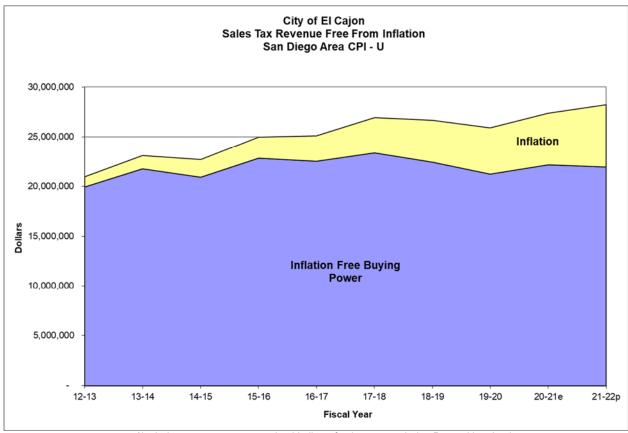
Allocation from the RPTTF is estimated at \$4.5 million (net of negotiated pass through payments totaling approximately \$6.0 million) based on obligations anticipated to be incurred in Fiscal Year 2021-22.

## **Housing Authority**

The Housing Authority elected to take on the housing functions and assets of the former El Cajon Redevelopment Agency on January 24, 2012, and receives periodic repayment of those assets through housing loan payments, rental income, interest earnings, and miscellaneous reimbursements. These revenues must be used in accordance with the Community Redevelopment Law (commencing with Health and Safety Code Section 33000) and with the new provisions established under Senate Bill 341, for the purpose of increasing, improving, and preserving the community's supply of affordable housing.

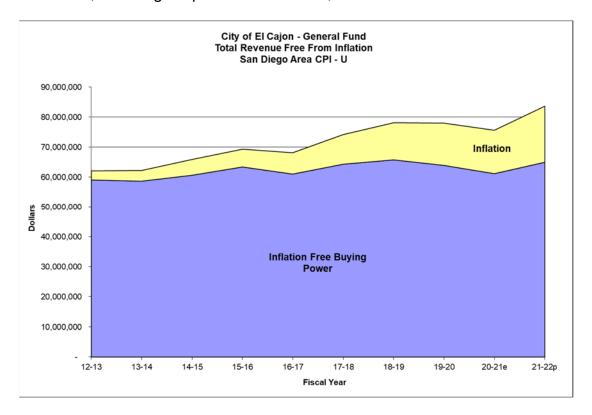
## **Inflation Impact on Revenues**

The following graphic shows <u>Sales Tax Revenues</u> for the ten-year period of Fiscal Years 2012-13 to 2021-22. During this period, sales tax revenues, adjusted for inflation, increased from \$19.9 million to \$21.9 million. These balances do not include the proceeds of Proposition J sales tax revenues approved by voters in November 2008. This revenue source was excluded from this chart for comparison purposes. It does include the Triple Flip sales-in-lieu.

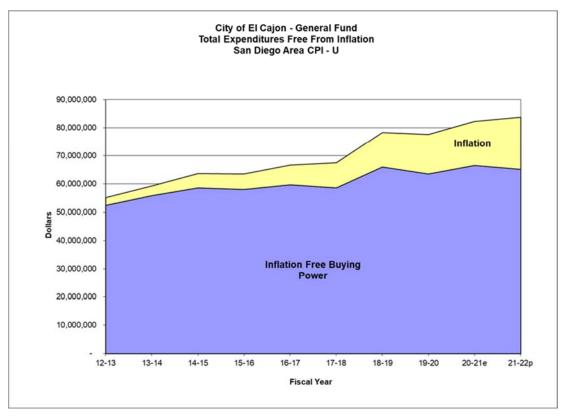


\*Includes property taxes received in lieu of sales tax; excludes Proposition J sales tax.

<u>Total General Fund Revenues</u> during Fiscal Years 2012-13 to 2021-22 adjusted for inflation, represents an increase of \$6 million from \$59 million to \$65 million. All General Fund revenues, including Proposition J sales tax, are included.



<u>Total General Fund Expenditures</u> between Fiscal Years 2012-13 to 2021-22 adjusted for inflation represent an increase of \$12.6 million from \$52.4 million to \$65 million.



## CITY OF EL CAJON FY 2021-2022 BUDGETARY FUND BALANCE

	FISCAL YEAR 2020-2021			FISCAL YEAR 2021-2022				
FUND	7/1/2020	REVENUE/	EXPENDITURE/	PROJ 6/30/2021	REVENUE/	EXPENDITURE/	PROJ 6/30/2022	
# FUND NAME	BUDGET BAL.	OTHER SOURCES	OTHER USES	BUDGET BAL.	OTHER SOURCES	OTHER USES	BUDGET BAL.	
GENERAL FUND								
101 General Fund:								
Operating Budget		75,669,523	76,022,875		83,639,061	82,739,061		
Other Sources & Uses		-	4,235,000		-	1,000,000		
20% Expenditure Reserve	15,619,455	-	-	16,451,575	-	-	16,747,812	
Economic Uncertainty Reserve	6,500,000	-	-	6,500,000	-	-	6,500,000	
Unfunded PERS/Retirement Obligations Rsv.	8,000,000	-	2,000,000	6,000,000	-	-	6,000,000	
Carryover Reserve	18,683,215		-	13,262,743	-	-	12,866,506	
GENERAL FUND	48,802,670	75,669,523	82,257,875	42,214,318	83,639,061	83,739,061	42,114,318	
SPECIAL REVENUE FUNDS								
201 American Rescue Plan	-	15,199,876	-	15,199,876	15,199,875	30,399,751	-	
202 CARES Act	-	2,741,797	2,741,797	-	283,612	283,612	-	
211 Street Maintenance (Gas Tax)	3,885,464	1,900,000	1,979,358	3,806,106	2,708,477	2,847,000	3,667,583	
213 Transit	584,787	100,314	83,370	601,731	103,323	104,974	600,080	
Federal/State/County Asset Forfeiture								
222 Federal Asset Forfeiture	171,866	21,700	35,036	158,530	21.700	67,850	112,380	
223 State/County Asset Seizures	171,000	21,700 5.160	35,036	22.160	160	07,000		
Total Federal County Asset Forfeiture	188,866	26,860	35,036	180,690		67,850	22,320 134,700	
rotal Federal County Asset Fortellure	100,000	20,000	35,036	160,090	21,860	07,000	134,700	
224 Local Public Safety (Prop 172)	524,802	505,367	620,630	409,539	474,900	752,407	132,032	
Federal. State and Local Grants								
209 Beverage Container Recycling	47,882	26,073	46.743	27,212	25,868	25.868	27,212	
215 COPS Grant	528,550	253,182	218,940	562,792	242,500	372,227	433,065	
221 State Homeland Security Grants	-	78,379	78.379	-	81,848	81,848	.00,000	
225 Misc Public Safety Grants-Police	58,561	444,242	444,825	57,978	125,125	183,103	_	
253 UASI Grants	1,111	15,409	15,409	1,111	417,871	417,871	1,111	
254 Indian Gaming Grant	23,367	-	23,367	- 1,111	- 111,011		.,	
259 Misc Public Safety Grants-Fire	20,007	_	20,007	_	_	_	_	
Total Federal State and Local Grants	659,471	817,285	827,663	649,093	893,212	1,080,917	461,388	
240 Recreation	87,159	543,125	463,635	166,649	730,500	737,744	159,405	
241 Magnolia Performing Arts Center	463,071	1,100,000	742,857	820,214	1,700,000	1,124,775	1,395,439	
265 Community Planning Grants	100,071	85,000	85,000	020,214	225,000	225,000	1,555,465	
266 CASP Services (AB1379)	66,497	27,000	15,290	78,207	28,000	27,340	78,867	
270 Community Dev. Block Grants (CDBG)	17,590	2,120,869	2,137,897	562	1,294,037	1,284,319	10,280	
275 HOME Grants	544.093	651,514	307,119	888.488	604,049	596.686	895,851	
280 CalHome Grant	64,588		-	64,588	-	64,588	-	
298 Low/Mod Housing Asset Fund	3,198,886	4,700,634	561,795	7,337,725	503,421	3,236,821	4,604,325	
299 Housing in Lieu Fees	313,409	4,700,034	-	317,746	505,421	303,000	14,746	
SPECIAL REVENUE FUNDS	10,598,683	30,523,978	10,601,447	30,521,214	24,770,266	43,136,784	12,154,696	

## CITY OF EL CAJON FY 2021-2022 BUDGETARY FUND BALANCE

	FISCAL YEAR 2020-2021			FISCAL YEAR 2021-2022			
FUND	7/1/2020	REVENUE/	EXPENDITURE/	PROJ 6/30/2021	REVENUE/	EXPENDITURE/	PROJ 6/30/2022
# FUND NAME	BUDGET BAL.	OTHER SOURCES	OTHER USES	BUDGET BAL.	OTHER SOURCES	OTHER USES	BUDGET BAL.
CAPITAL PROJECTS FUNDS							
501 City Capital Improvement Program	7,436,383	3,494,630	4,180,500	6,750,513	207,630	590,800	6,367,343
502 Public Safety Facility-Proposition O	3,908,538	-	3,748,500	160,038	-	70,000	90,038
503 TransNet	254,110	2,504,549	2,758,659	-	2,558,000	2,558,000	-
504 Specific Street Obligations	649,559	100,000	400,000	349,559	100,000	-	449,559
505 Parks & Rec Improvement Program	(38,210)	1,576,662	1,538,452	-	-	-	-
506 Traffic Congestion Relief	375,081	-	-	375,081	-	-	375,081
508 Parks & Rec Grants	-	400,000	400,000	-	-	-	-
515 Parks Impact Fees	148,128	12,000	-	160,128	30,000	90,000	100,128
550 Public Works Projects	-	7,833,259	7,858,678	(25,419)	8,249,125	4,915,000	3,308,706
552 Federal Transportation Grants	(176,432)	453,000	448,000	(171,432)	-	-	(171,432)
553 Regional Transportation Congestion	644,726	88,000	-	732,726	-	720,000	12,726
554 Road Maintenance & Rehabilitation Projects	1,568,332	1,000,700	1,000,000	1,569,032	2,063,118	3,300,000	332,150
CAPITAL PROJECTS FUNDS	14,770,215	17,462,800	22,332,789	9,900,226	13,207,873	12,243,800	10,864,299
ENTERPRISE FUND	, , ,	, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,	,,,,,	, , , , , ,	, -,	,,,,,
650 Wastewater	27,269,210	25,955,200	28,358,367	24,866,043	31,546,000	30,837,556	25,574,487
ENTERPRISE FUND	27,269,210	25,955,200	28,358,367	24,866,043	31,546,000	30,837,556	25,574,487
DEBT SERVICE FUND	, ,	, ,		, ,	, ,		, ,
401 Pension Obligation Bonds	-	-	-	-	9,119,116	9,119,116	-
DEBT SERVICE FUND	-	-		-	9,119,116	9,119,116	
INTERNAL SERVICE FUNDS					, ,		
601 Vehicle / Equipment Maintenance	958,930	2,075,197	1,813,972	1,220,155	2,200,000	2,199,548	1,220,607
605 Vehicle & Equipment Replacement	4,713,986	-	288.049	4,425,937	-	1,183,100	3,242,837
610 Self Insurance	3,132,253	1.586.335	1.578.524	3.140.064	2.002.937	2.500.123	2,642,878
611 Worker's Comp - Self Insurance	(557,979)		1,116,000	26,169	1,505,558	1,507,000	24,727
615 Information Technology Services	3,054,638	3,256,695	3,769,127	2,542,206	3,814,479	3,814,479	2,542,206
620 Post Employment Benefits	890,453	884,906	1,192,688	582,671	956,000	1,096,000	442,671
TOTAL INTERNAL SERVICE FUNDS	12,192,281	9,503,281	9,758,360	11,937,202	10,478,974	12,300,250	10,115,926
TOTAL ALL FUNDS	113,633,059	159,114,782	153,308,838	119,439,003	172,761,290	191,376,567	100,823,726

City of El Cajon FY2021-2022 Budget						
REVENUE	S & OTHER					
	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22	
DESCRIPTION	ACTUAL	ACTUAL	BUDGETED	EST. ACTUAL	ADOPTED	
GENERAL FUND						
TAXES						
Sales and Use	26,661,281	25,918,307	23,284,420	25,117,883	28,245,985	
Sales Tax - Proposition J	10,394,398	9,990,361	9,451,167	9,790,004	10,943,138	
Property Tax	8,813,402	9,151,343	9,914,017	9,757,671	10,294,343	
Property Tax - VLF In Lieu	9,359,840	9,879,889	10,439,695	10,440,519	11,014,748	
Property Tax - RPTTF Distribution	1,661,306	1,451,799	1,285,000	1,500,000	1,500,000	
Franchise	5,511,422	5,947,736	6,335,994	6,178,227	6,553,000	
Transient Occupancy	2,116,816	1,794,920	1,841,733	1,798,041	2,353,000	
Business Licenses	843,422	818,288	798,619	821,076	827,206	
Real Property Transfer	312,876	481,018	400,000	412,730	422,444	
Ambulance/Paramedic Benefit Tax	366,589	366,681	350,000	360,000	360,000	
TOTAL TAXES	66,041,352	65,800,342	64,100,645	66,176,151	72,513,864	
LICENSES AND PERMITS						
Building Permits	1,834,347	1,592,355	1,328,000	1,560,000	1,560,000	
Dog Licenses	53,081	48,388	56,000	14,785	-	
Tobacco License	74,969	73,027	70,000	74,000	73,000	
Other Licenses and Permits	22,469	6,554	6,200	25,000	186,000	
TOTAL LICENSES AND PERMITS	1,984,866	1,720,324	1,460,200	1,673,785	1,819,000	
INTERGOVERNMENTAL	1,304,179	1,201,245	982,100	1,141,664	1,054,950	
CHARGES FOR SERVICES						
Planning Fees	125,504	87,539	85,000	130,000	130,000	
Engineering Fees	327,979	334,173	262,000	488,500	362,000	
Animal Shelter Fees	177,422	156,465	190,000	39,593	-	
Contract Safety Services	653,860	608,410	320,000	440,000	460,000	
Interfund Overhead Reimbursements	1,977,115	1,772,864	1,720,466	1,720,466	1,763,480	
Miscellaneous	165,708	156,571	185,500	140,120	148,500	
TOTAL CHARGES FOR SERVICES	3,427,588	3,116,022	2,762,966	2,958,679	2,863,980	
INVESTMENT EARNINGS	2,034,562	2,445,941	400,000	800,000	800,000	
FINES AND FORFEITURES	573,407	512,432	593,000	463,995	684,000	
MISCELLANEOUS						
Rents & Concessions	896,346	1,355,718	1,810,390	1,351,992	1,759,300	
Facility Rent	150,227	118,224	171,500	551	172,000	
Expense Recovery	1,452,059	1,458,350	1,487,736	864,693	1,687,460	
Other	99,739	44,989	78,000	27,556	74,000	
MISCELLANEOUS	2,598,371	2,977,281	3,547,626	2,244,792	3,692,760	
TOTAL GENERAL FUND OPERATING BUDGET	77,964,325	77,773,587	73,846,537	75,459,066	83,428,554	
NONRECURRING REVENUES-TRANSFERS IN	212,151	210,303	210,277	210,457	210,507	
TOTAL GENERAL FUND	78,176,476	77,983,890	74,056,814	75,669,523	83,639,061	

City of El Cajon FY2021-2022 Budget							
REVENUES & OTHER FINANCIAL SOURCES							
DEGODIDATION	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22		
DESCRIPTION	ACTUAL	ACTUAL	BUDGETED	EST. ACTUAL	ADOPTED		
SPECIAL REVENUE FUNDS							
AMERICAN RESCUE PLAN ACT	-	-	15,199,875	15,199,875	15,199,875		
CARES ACT		404.042		0.744.707	000.040		
CARES ACT	-	104,013	-	2,741,797	283,612		
STREET MAINTENANCE (GAS TAX)	2,128,533	2,383,543	2,659,466	1,900,000	2,708,477		
TRANSIT FUND	208,040	218,718	97,392	100,314	103,323		
TRANSII FUND	200,040	210,710	91,392	100,314	103,323		
ASSET FORFEITURE	34,250	20,208	21,000	21,700	21,700		
STATE ASSET SEIZURES	7,213	14,464	11,000	5,160	160		
TOTAL FEDERAL/COUNTY ASSET FORFEITUR	41,463	34,672	32,000	26,860	21,860		
LOCAL PUBLIC SAFETY	472,664	462,181	408,800	505,367	474,900		
FEDERAL, STATE AND LOCAL GRANTS							
Beverage Container Recycling	29,279	25,712	26,073	26,073	25,868		
COPS Grant	246,301	259,593	242,500	253,182	242,500		
State Homeland Security Grants	69,899	70,404	78,379	78,379	81,848		
Misc Public Safety Grants-Police	217,623	239,502	444,550	444,242	125,125		
UASI Grants	61,715	53,615	434,630	15,409	417,871		
Indian Gaming Grant	357	460	-	´-	· -		
TOTAL FEDERAL, STATE AND LOCAL GRANTS	625,174	649,286	1,226,132	817,285	893,212		
RECREATION PROGRAMS	534,788	395,283	651,600	543,125	730,500		
MAGNOLIA PERFORMING ARTS CENTER	500,000	912,002	1,000,000	1,100,000	1,700,000		
COMMUNITY PLANNING GRANTS	143,460	20,641	310,000	85,000	225,000		
CASP SERVICES (AB1379)	48,865	26,568	26,000	27,000	28,000		
COMMUNITY DEV BLOCK GRANTS (CDBG)	1,652,688	1,363,234	1,364,440	2,120,869	1,294,037		
HOUSING INVEST PARTNERSHIP (HOME)	687,795	632,920	646,351	651,514	604,049		
CALHOME GRANT	-	-	-	-	-		
LOW/MOD HOUSING ASSET FUND	352,336	119,970	5,018,421	4,700,634	503,421		
HOUSING IN LIEU FEES	4,782	6,171	-	4,337	-		
TOTAL SPECIAL REVENUE FUNDS	7,400,588	7,329,202	28,640,477	30,523,977	24,770,266		

City of El Cajon FY2021-2022 Budget						
REVENUE	S & OTHER	FINANCIAL	SOURCES			
DESCRIPTION	FY18-19 ACTUAL	FY19-20 ACTUAL	FY20-21 BUDGETED	FY20-21 EST. ACTUAL	FY21-22 ADOPTED	
CAPITAL PROJECT FUNDS CITY IMPROVEMENT PROJECTS	6,368,487	261,320	3,494,630	3,494,630	207,630	
PUBLIC SAFETY FACILITY - PROPOSITION O	64,755	104,307	-	-	-	
TRANSNET	2,482,750	1,491,895	2,758,659	2,504,549	2,558,000	
SPECIFIC STREET OBLIGATIONS	-	300,000	100,000	100,000	100,000	
PARK IMPROVEMENT PROJECTS	398,541	498,914	-	1,576,662	-	
TRAFFIC CONGESTION RELIEF	122,205	125,240	-	-	-	
PARK & REC GRANT FUNDS	-	-	400,000	400,000	-	
PARK IMPACT FEES	36,441	39,032	30,000	12,000	30,000	
PUBLIC WORKS PROJECTS	4,456,880	4,380,070	7,833,259	7,833,259	8,249,125	
FEDERAL TRANSPORTATION GRANTS	1,434,695	201,904	(294,429)	453,000	-	
REGIONAL TRANSPORTATION CONGESTION	312,702	310,927	(75,000)	88,000	-	
ROAD MAINTENANCE & REHAB PROJECTS	1,957,247	1,866,321	2,627,309	1,000,700	2,063,118	
TOTAL CAPITAL PROJECT FUNDS	17,634,703	9,579,930	16,874,428	17,462,800	13,207,873	
ENTERPRISE FUND WASTEWATER Licenses and Permits Charges for Services	1,225 20,829,873	3,450 21,203,997	8,000 21,783,000	300 25,932,400	50,000 28,383,000	
Investment Earnings Loan & Grant Proceeds, Capital Contribution Other	450,538 3,546,903 252,708	558,574 - 144,960	500,000 3,088,000 18,000	- - 22,500	3,088,000 25,000	
TOTAL WASTEWATER	25,081,247	21,910,981	25,397,000	25,955,200	31,546,000	
DEBT SERVICE FUND Pension Obligation Bonds	-	-	-	-	9,119,116	
TOTAL DEBT SERVICE FUND	-	-	-	-	9,119,116	
INTERNAL SERVICE FUNDS VEHICLE / EQUIPMENT MAINTENANCE	1,200,471	1,598,884	2,200,000	2,075,197	2,200,000	
VEHICLE & EQUIPMENT REPLACEMENT	789,221	415,540	-	-	-	
SELF INSURANCE	2,659,248	2,538,649	1,885,003	1,586,335	2,002,937	
WORKER'S COMPENSATION - SELF INSURANCE	-	2,423,720	1,700,148	1,700,148	1,505,558	
INFORMATION TECHNOLOGY SERVICES	4,042,248	3,905,798	3,256,695	3,256,695	3,814,479	
OTHER POST EMPLOYEMENT BENEFITS	1,609,279	1,066,251	884,906	884,906	956,000	
TOTAL INTERNAL SERVICE FUNDS	10,300,467	11,948,842	9,926,752	9,503,281	10,478,974	
TOTAL REVENUE - ALL FUNDS	138,593,481	128,752,845	154,895,471	159,114,781	172,761,290	

City of El Cajon FY2021-2022 Budget							
EXPENDITURES & OTHER FINANCIAL USES							
	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22		
DESCRIPTION	ACTUAL	ACTUAL	BUDGETED	EST. ACTUAL	ADOPTED		
GENERAL FUND							
GENERAL GOVERNMENT							
Mayor and City Council	428,890	456,411	492,267	474,378	604,394		
Contingency / Contributions	44,198	30,000	60,000	1,500	60,000		
City Manager	1,906,873	1,511,998	1,296,854	1,381,354	1,464,107		
Economic Development	=	763,589	800,000	800,000	1,040,000		
City Attorney	583,176	613,898	800,079	752,046	822,549		
City Clerk / Elections	447,152	481,794	621,114	630,612	613,013		
Administrative Services	355,100	55,474	-	12,000	-		
Finance	1,966,458	2,244,628	2,047,810	2,276,404	2,197,608		
Human Resources	735,776	773,248	848,382	818,166	1,012,907		
TOTAL GENERAL GOVERNMENT	6,467,623	6,931,040	6,966,506	7,146,460	7,814,578		
PUBLIC SAFETY POLICE							
Administration	3,350,789	3,487,467	3,092,032	3,135,661	3,524,719		
Inspection, Training and Personnel	2,144,528	2,122,976	2,177,595	2,298,550	2,446,271		
Records	1,118,618	1,099,748	1,067,005	1,068,762	1,419,353		
Communications	2,282,725	2,458,656	2,607,096	2,656,922	3,031,185		
Patrol	15,660,392	16,530,643	16,595,587	16,476,238	17,102,125		
Special Operations Unit	2,848,122	3,189,860	2,848,173	3,142,692	3,063,190		
Traffic	1,603,285	1,790,036	2,178,316	1,959,355	2,178,908		
Investigations	4,645,811	5,396,446	5,650,568	5,762,239	6,375,057		
Laboratory	979,697	981,769	955,184	1,016,249	1,071,870		
Ancillary and Auxiliary Units	,				1,071,870		
•	111,538	134,041	119,951	125,569			
Animal Control TOTAL POLICE	<u>920,173</u> 35,665,678	911,964 38,103,606	1,073,054 38,364,561	<u>1,202,577</u> 38,844,814	1,059,600 41,414,645		
FIDE							
FIRE	4 040 005	4.045.000	0.000.057	4 070 400	0.000.040		
Administration	1,819,395	1,915,039	2,096,857	1,972,423	2,289,313		
Suppression	11,986,217	12,388,478	12,549,984	12,550,964	13,032,005		
Heartland Fire and Rescue	1,931,471	1,867,065	2,074,386	1,881,222	2,232,993		
Emergency Medical Services	223,642	211,660	222,300	189,200	320,200		
TOTAL FIRE	15,960,725	16,382,242	16,943,527	16,593,809	17,874,511		
TOTAL PUBLIC SAFETY	51,626,403	54,485,848	55,308,088	55,438,623	59,289,156		
PUBLIC WORKS							
Administration	511,057	668,272	502,183	514,810	529,355		
Facilities Maintenance	1,872,674	2,199,298	2,241,525	2,260,847	2,490,703		
Engineering-Other	144,888	50,597	4,980	4,720	2,150		
Engineering-Private Development	587,371	569,378	532,594	440,158	432,815		
Engineering-CIP Projects	1,066,721	1,088,804	764,469	655,235	560,906		
Traffic Engineering	1,166,523	1,150,297	976,207	915,084	1,116,141		
Traffic Maintenance	544,283	724,365	739,019	724,563	753,930		
Parks	1,788,606	1,863,603	2,084,554	1,733,450	2,140,080		
Street Median & Parkway Tree Maint	951,697	750,077	821,662	630,736	865,258		
TOTAL PUBLIC WORKS	8,633,820	9,064,691	8,667,193	7,879,603	8,891,338		
PARKS AND RECREATION							
Community Services & Events	230,186	163,021	132,900	80,600	125,450		
Recreation	3,003,216	3,028,703	3,216,451	2,908,767	3,511,063		
TOTAL PARKS AND RECREATION	3,233,402	3,191,724	3,349,351	2,989,367	3,636,513		
-	,,	. , ,	, -,	,	,		

City of I	El Cajon FY	<b>2021-2022</b>	2 Budget		
EXPENDI	TURES & OT	HER FINAN	CIAL USES		
DESCRIPTION	FY18-19 ACTUAL	FY19-20 ACTUAL	FY20-21 BUDGETED	FY20-21 EST. ACTUAL	FY21-22 ADOPTED
DESCRIPTION	ACTUAL	ACTUAL	BODGETED	LOT. ACTUAL	ADOFTED
COMMUNITY DEVELOPMENT					
Housing and Successor Agency Admin.	428,470	498,492	570,407	532.438	439,392
Planning	1,232,164	1,289,751	997,141	1,055,500	1,273,626
Building and Fire Safety	1,296,311	1,290,351	1,007,299	980,884	1,394,458
TOTAL COMMUNITY DEVELOPMENT	2,956,945	3,078,594	2,574,847	2,568,822	3,107,476
OTHER FINANCING USES					
Other Financing Uses	5,350,000	750,000	6,235,000	6,235,000	1,000,000
TOTAL OTHER FINANCING USES	5,350,000	750,000	6,235,000	6,235,000	1,000,000
SUBTOTAL GENERAL FUND-OPERATING	78,268,193	77,501,897	83,100,985	82,257,875	83,739,061
SDECIAL DEVENUE FUNDS					•
SPECIAL REVENUE FUNDS					
AMERICAN RESCUE PLAN	-	-	16,025,000	-	30,399,751
CARES ACT FUND	-	104,013	-	2,741,797	283,612
STREET MAINTENANCE (GAS TAX)	2,289,297	2,527,072	3,295,487	1,979,358	2,847,000
TRANSIT	357,772	213,597	106,575	83,370	104,974
ASSET FORFEITURE	44,358	29,261	67,850	35,036	67,850
STATE ASSET FORFEITURE	17,520	13,512	-	-	-
TOTAL FEDERAL/STATE ASSET FORFEITURE	61,878	42,773	67,850	35,036	67,850
POLICE - LOCAL PUBLIC SAFETY	451,743	388,885	539,907	524,000	524,907
FIRE - LOCAL PUBLIC SAFETY	32,234	66,002	101,500	96,630	227,500
LOCAL PUBLIC SAFETY	483,977	454,887	641,407	620,630	752,407
FEDERAL, STATE AND LOCAL GRANTS					
Beverage Container Recycling	172,518	9,807	46,743	46,743	25,868
COPS Grant	250,655	273,415	261,200	218,940	372,227
State Homeland Security Grants	69,898	70,405	78,379	78,379	81,848
Misc Public Safety Grants-Police	218,380	240,964	503,690	444,825	183,103
UASI Grants	61,017	53,617	434,630	15,409	417,871
Indian Gaming Grant		-		23,367	_
TOTAL FEDERAL, STATE AND LOCAL GRANTS	772,468	648,208	1,324,642	827,663	1,080,917
RECREATION SPECIAL PROGRAMS	586,106	389,827	738,134	463,635	737,744
MAGNOLIA PERFORMING ARTS CENTER	96,206	1,002,450	953,272	742,857	1,124,775
COMMUNITY PLANNING GRANTS	182,845	-	310,000	85,000	225,000
CASP SERVICES (AB1379)	5,083	3,853	27,910	15,290	27,340
COMMUNITY DEV BLOCK GRANTS (CDBG)	1,664,805	1,331,534	1,364,440	2,137,897	1,284,319
HOUSING INVEST PARTNERSHIP (HOME)	543,805	1,750,048	646,351	307,119	596,686

City of	El Cajon F\	/2021-2022	2 Budget		
EXPENDI	TURES & OT	HER FINAN	CIAL USES		
	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
DESCRIPTION	ACTUAL	ACTUAL	BUDGETED	EST. ACTUAL	ADOPTED
CALHOME GRANT	-	-	-	-	64,588
LOW/MOD HOUSING ASSET FUND	87,460	82,289	217,917	240,124	392,871
LOW/MOD HOUSING FUND PROJECTS	491,735	663,893	7,032,670	321,671	2,843,950
HOUSING IN LIEU PROJECTS	-	-	303,000	-	303,000
EMERGERNCY OPERATIONS	-	217,252	-	-	-
TOTAL SPECIAL REVENUE FUNDS	7,623,437	9,431,696	33,054,655	10,601,447	43,136,784
CAPITAL PROJECT FUNDS					
CITY CAPITAL IMPROVEMENT PROJECTS	9,202,276	1,608,978	4,180,500	4,180,500	590,800
PUBLIC SAFETY FACILITY	163,679	153,815	3,748,500	3,748,500	70,000
TRANSNET	2,293,290	1,234,716	2,758,659	2,758,659	2,558,000
SPECIFIC STREET OBLIGATIONS	-	-	400,000	400,000	-
PARK IMPROVEMENT PROJECTS	388,544	530,777	1,538,452	1,538,452	-
PARK & REC GRANT FUNDS	-	-	400,000	400,000	-
PARKS IMPACT FEES	-	-	-	-	90,000
PUBLIC WORKS TRANSPORTATION PROJECTS	4,456,880	4,380,070	7,858,678	7,858,678	4,915,000
FEDERAL TRANSPORTATION GRANTS	1,418,389	378,335	(294,429)	448,000	-
REGIONAL TRANSPORTATION CONGESTION	-	342,616	(500,000)	-	720,000
ROAD MAINTENANCE & REHAB PROJECTS	633,116	2,268,493	2,920,000	1,000,000	3,300,000
TOTAL CAPITAL PROJECT FUNDS	18,556,174	10,897,800	23,010,360	22,332,789	12,243,800
ENTERPRISE FUND					
WASTEWATER	40.454.544	44		4=	40.5=5.455
Disposal	12,181,011	14,715,038	15,721,578	15,608,509	16,273,441
Maintenance and Services	2,679,145	2,492,589	3,334,541	2,956,728	3,946,078
Customer Service	841,797	1,063,980	856,754	893,985	982,594
Sweeping Maintenance	152,436	- 0 E00 200	9 490 470	2 000 770	2 076 040
NPDES Capital Improvements Projects	2,378,566	2,500,329	3,138,178	2,990,776	3,276,043
Capital Improvements Projects Vehicle / Technology Replacement	2,559,275 607,497	1,581,821 24,764	5,754,241	5,754,241 154,127	5,673,000 686,400
TOTAL WASTEWATER	21,399,727	22,378,521	28,805,292	28,358,366	
TOTAL WASTEWATER	21,399,727	22,370,327	20,000,292	20,338,388	30,837,556

City of	El Cajon F	Y2021-2022	2 Budget		
EXPENDI	TURES & OT	THER FINAN	CIAL USES		
	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
DESCRIPTION	ACTUAL	ACTUAL	BUDGETED	EST. ACTUAL	ADOPTED
DEBT SERVICE FUND					
PENSION OBLIGATION BONDS	-	-	-	-	9,119,116
TOTAL DEBT SERVICE FUND	-	-	-	-	9,119,116
INTERNAL SERVICE FUNDS					
VEHICLE / EQUIPMENT MAINTENANCE	2,174,595	2,108,550	2,157,957	1,813,972	2,199,548
VEHICLE & EQUIPMENT REPLACEMENT	1,093,502	550,627	446,000	288,049	1,183,100
SELF INSURANCE	1,337,521	1,632,420	2,227,033	1,578,524	2,500,123
WORKER'S COMPENSATION - SELF INSURANCE	-	1,030,698	2,700,000	1,116,000	1,507,000
INFORMATION TECHNOLOGY SERVICES	3,987,796	3,516,448	4,535,025	3,769,127	3,814,479
OTHER POST EMPLOYMENT BENEFITS	1,412,009	963,378	1,134,906	1,192,688	1,096,000
TOTAL INTERNAL SERVICE FUNDS	10,005,423	9,802,121	13,200,921	9,758,360	12,300,250
TOTAL PROPRIETARY FUNDS	31,405,150	32,180,642	42,006,213	38,116,726	52,256,922
TOTAL EXPENDITURES-ALL FUNDS	135,852,954	130,012,035	181,172,213	153,308,837	191,376,567

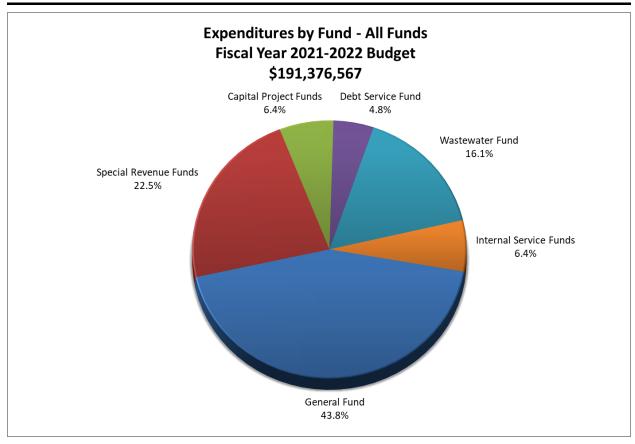
# CITY OF EL CAJON FY2021-2022 BUDGET Operating Interfund Transfer Summary\*

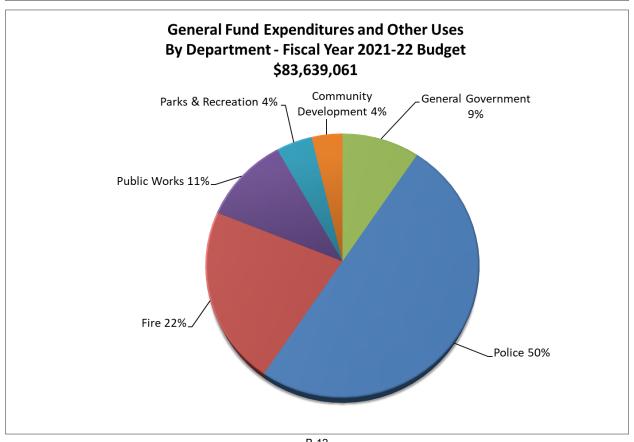
Transfer In	Transfer Out	Purpose for Transfer	Transfer Amt
CITY CAPITAL IMPROVEMENT PROG	PARK IMPACT FEES	PROJECT FUNDING	90,000
CITY CAPITAL IMPROVEMENT PROG	WASTEWATER	PROJECT FUNDING	48,000
GENERAL FUND	COMMUNITY DEV BLOCK GRAN	COMMUNITY POLICING	49,107
GENERAL FUND	PROPOSITION 172	RESOURCE OFFICER FUND	
GENERAL FUND	CASP SERVICES (AB1397)	ADMINISTRATIVE COSTS	1,400
LM INCOME HOUSING ASSET FUN	DHOUSING IN LIFT	PROJECT FUNDING	303,000
LIVINGONE HOOSING ASSETT ON	ETIOOSING IN LIEU	THOULGTTONDING	303,000
MAGNOLIA PERFORMING ARTS	GENERAL FUND	OPERATIONS FUNDING	1,000,000
PARK PROJECTS	COMMUNITY DEV BLOCK GRAN	T PROJECT FLINDING	801,125
TAURIT HOULDTO	COMMONT DEV BECOK GIVIN	TTTOOLOTTONDING	001,120
PUBLIC WORKS PROJECTS	REGIONAL TRANS CONGESTION	NEW PROJECT FUNDING	720,000
PUBLIC WORKS PROJECTS	ROAD MAINT & REHAB PROJECT	TNEW PROJECT FUNDING	3,300,000
PUBLIC WORKS PROJECTS	TRANSNET	NEW PROJECT FUNDING	2,558,000
PUBLIC WORKS PROJECTS	WASTEWATER	NEW PROJECT FUNDING	870,000
TOTAL OPERATING INTERFUN	D TRANSFERS FOR FY2021-2022		9,900,632

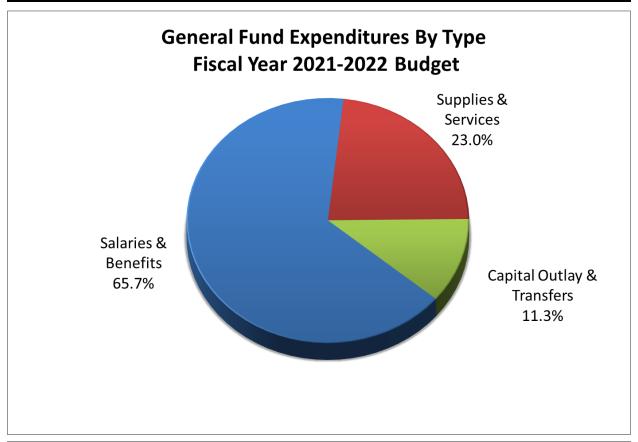
<sup>\*</sup>Does not include Capital Project funding

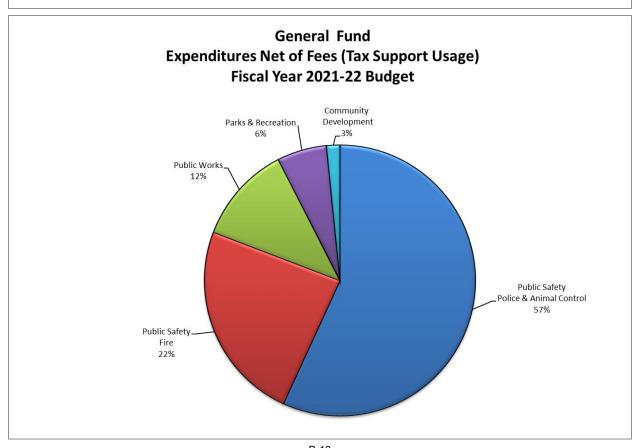
### CITY OF EL CAJON FY2021-2022 COST CENTER BUDGETING

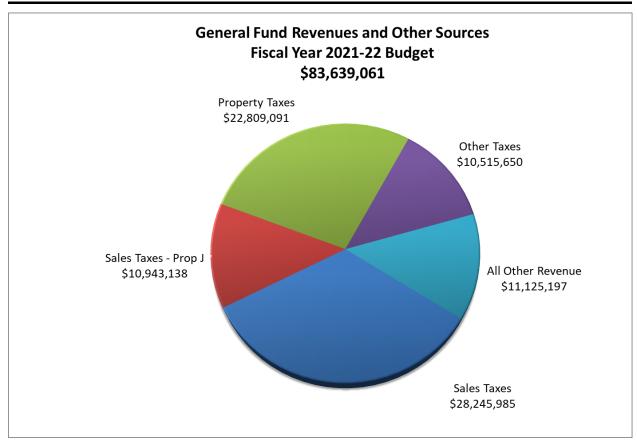
Department	FY2021 - 2022 Adopted Budget	Cost Allocation	% Cost Allocation	Total	Fees & Reimbursements	Tax Support	% Tax Support	% Fee Support
Department	Adopted Budget	Allocation	Allocation	Total	Nemibul Sements	<u> </u>	опрроп	опрроп
General Fund								
Community Development	3,107,476	302,102	9.72%	3,409,578	2,211,400	1,198,178	35.14%	64.86%
Police & Animal Control	41,414,645	3,128,765	7.55%	44,543,410	1,825,807	42,717,603	95.90%	4.10%
Fire	17,874,511	1,512,130	8.46%	19,386,641	1,395,000	17,991,641	92.80%	7.20%
Public Works	8,891,338	1,124,878	12.65%	10,016,216	1,209,960	8,806,256	87.92%	12.08%
(Admin, Eng, Parks) Parks & Recreation	3,636,513	1,047,497	28.80%	4,684,010	252,500	4,431,510	94.61%	5.39%
General Fund Total	74,924,483	7,115,373	9.50%	82,039,856	6,894,667	75,145,189	91.60%	8.40%
Non-General Fund - Operating Co		4 400 077	4 740/	04 470 450				
Wastewater	23,376,079	1,102,077	4.71%	24,478,156				
Transit	101,424	3,550	3.50%	104,974				
Information Technology Svcs	3,665,329	149,150	4.07%	3,814,479				
Street Maintenance (Gas Tax)	2,609,957	237,043	9.08%	2,847,000				
CDBG / HOME	1,866,212	14,793	0.79%	1,881,005				
Low / Mod Housing Asset Fund	385,612	7,259	1.88%	392,871				
Fleet & Equipment Maint	2,029,280	170,268	8.39%	2,199,548				
Non-General Fund Total	34,033,893	1,684,140	4.95%	35,718,033	]			
Budget Total	108,958,376	8,799,513	8.08%	117,757,889	]			

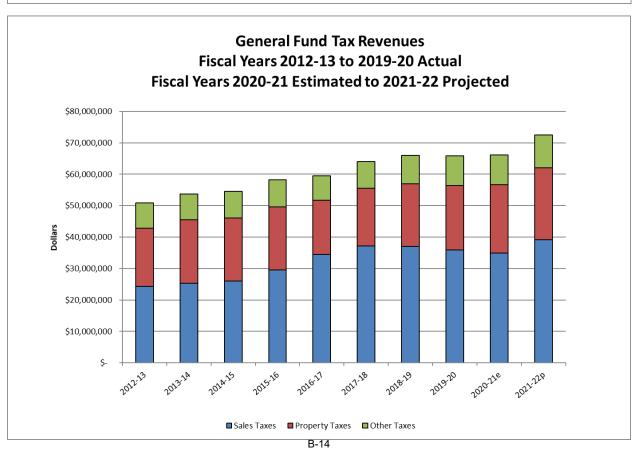


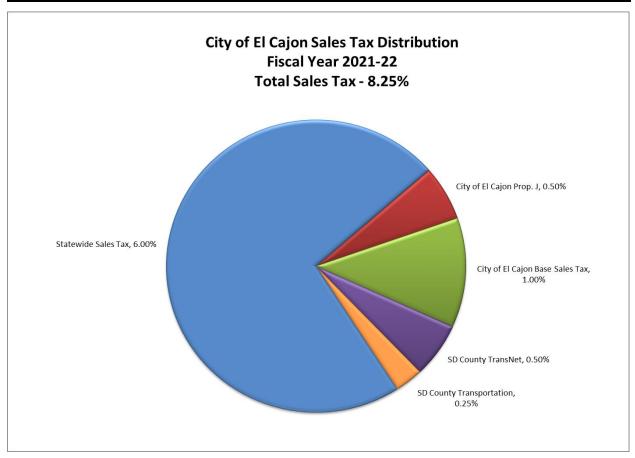


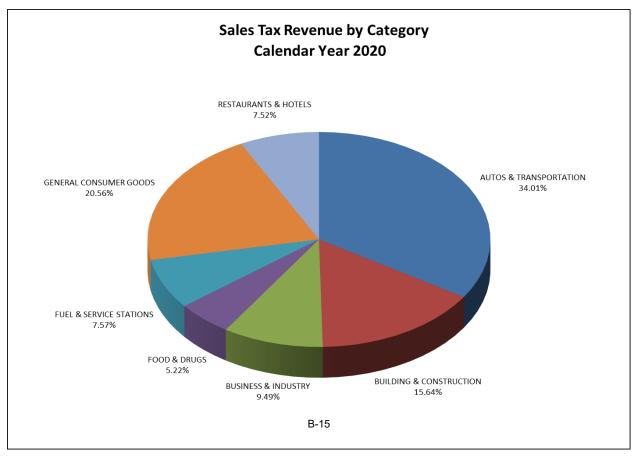


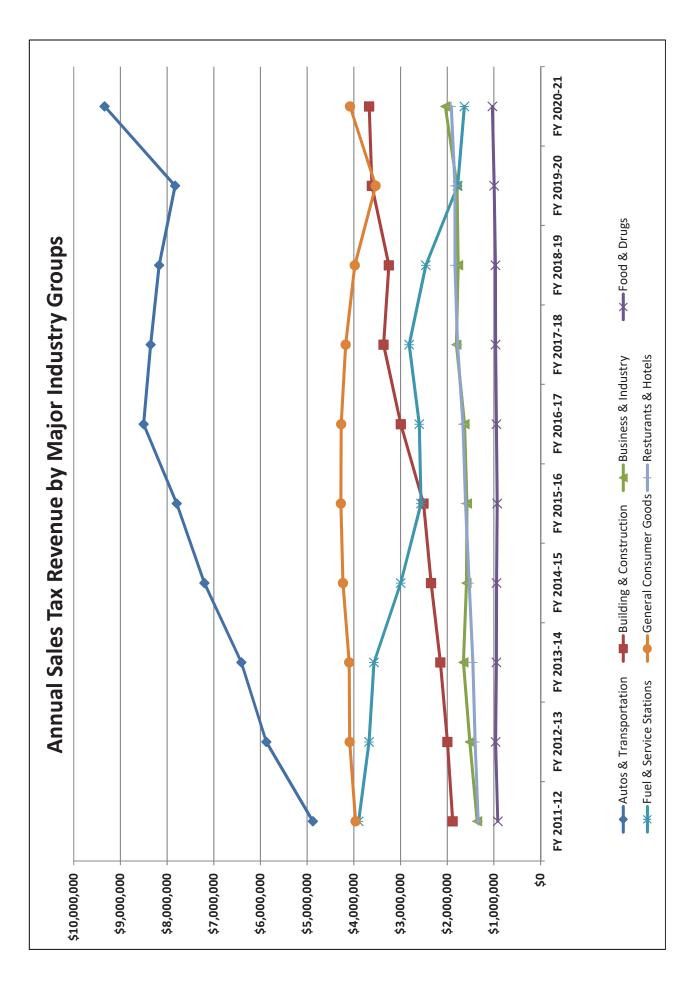




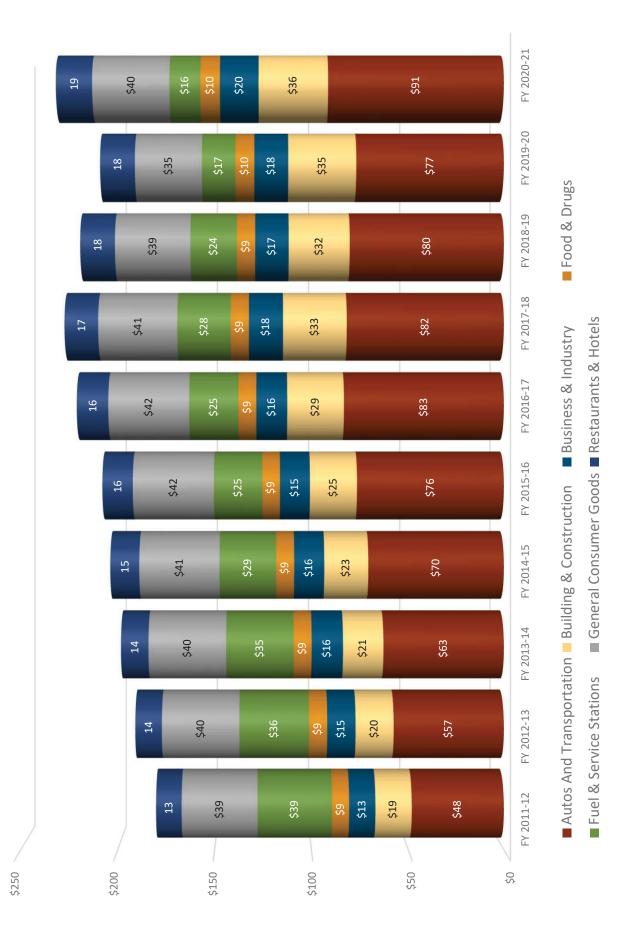




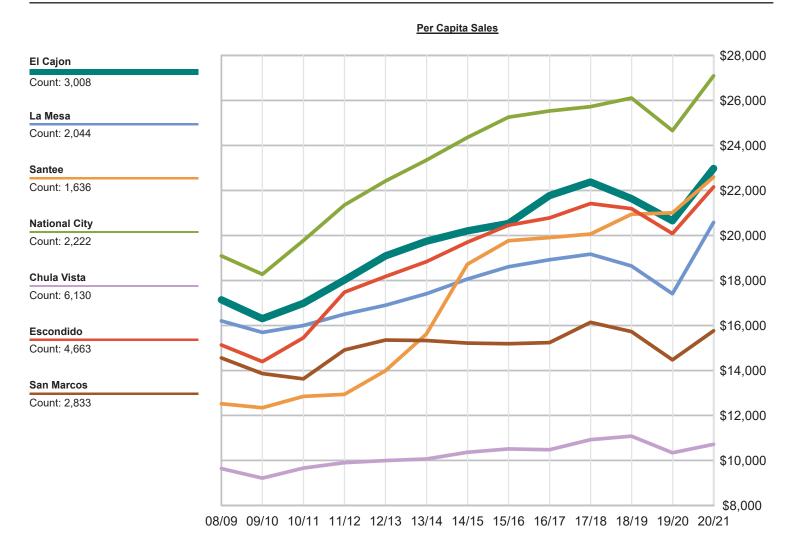




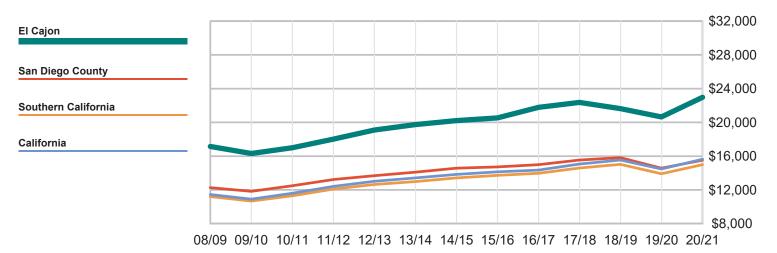
# El Cajon Historical Sales Tax Per Capita







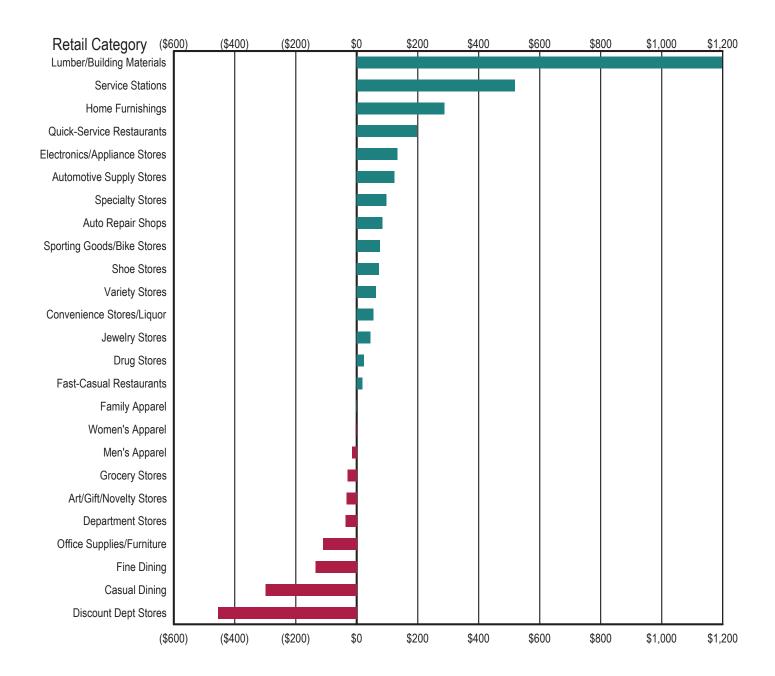
### Per Capita Sales



Periods shown reflect the period in which the sales occurred - Point of Sale

### **CITY OF EL CAJON**

### PER CAPITA SALES TAX SURPLUS/GAP COMPARISON - FISCAL YEAR 2020-21

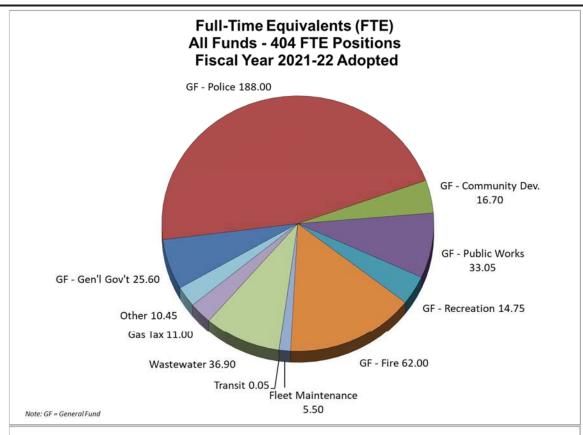


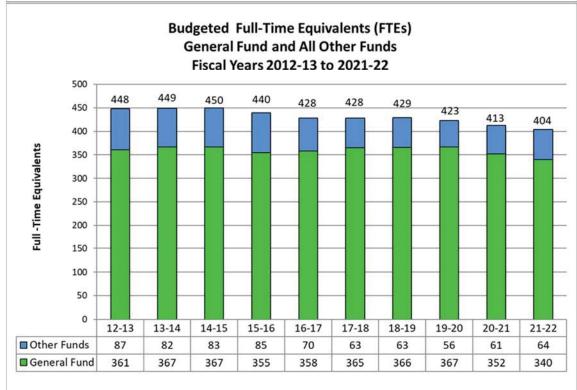
The above graph compares **per capita** sales tax generated from targeted retail categories against countywide averages. A **retail surplus** suggests the community is capturing its local market for that category of goods plus attracting shoppers from outside the jurisdiction. A **retail gap** suggests the possibility that residents may have a greater demand for products in the specific category than is being satisfied by local businesses. The information is provided only as a general **starting point** in identifying new opportunities and is solely based on your jurisdiction's population. It is not market specific and does not factor in traffic patterns, demographic characteristics or potential competition within the market area but outside your jurisdiction's boundaries.



### **Personnel**

Fiscal Year 2021 – 2022 Annual Budget





### CITY OF EL CAJON FISCAL YEAR 2021-2022 BUDGET BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

Activity / Position	General	Fleet	Waste-	Gas	Transit	Other	Total
GENERAL GOVERNMENT	Fund	Maint	water	Tax		Funding	
OLIVE GOVERNMENT							
ACCOUNTANT	1.00						1.00
ACCOUNTING TECHNICIAN	3.50		0.50				4.00
ADMINISTRATIVE SECRETARY	1.00		ļ				1.00
ASSISTANT CITY MANAGER	1.00						1.00
CITY ATTORNEY CITY CLERK	1.00 1.00		-				1.00 1.00
CITY MANAGER	1.00						1.00
CUSTOMER SERVICE REPRESENTATIVE	1.00		1.00				2.00
DEPUTY CITY CLERK	1.00						1.00
DIRECTOR OF FINANCE	1.00						1.00
DIRECTOR OF HUMAN RESOURCES	1.00						1.00
EXECUTIVE ASSISTANT TO THE CITY ATTORNE							1.00
EXECUTIVE ASSISTANT TO THE CITY MANAGE	0.60		0.00			0.40	1.00
FINANCIAL OPERATIONS MANAGER	0.80		0.20				1.00
HUMAN RESOURCES ANALYST INFORMATION TECHNOLOGIES ANALYST	1.00		-			2.00	1.00 2.00
INFORMATION TECHNOLOGIES ANALYST INFORMATION TECHNOLOGIES DIRECTOR						1.00	1.00
INFORMATION TECHNOLOGIES DIRECTOR INFORMATION TECHNOLOGIES SPECIALIST						2.00	2.00
MANAGEMENT ANALYST	1.40					0.60	2.00
NETWORK ADMINISTRATOR						2.00	2.00
PURCHASING AGENT	1.00						1.00
SENIOR ACCOUNTANT	1.70		0.30				2.00
SENIOR ACCOUNTING TECHNICIAN	1.00						1.00
SENIOR BUYER	1.00						1.00
SENIOR HUMAN RESOURCE ANALYST	1.00					0.40	1.00
SENIOR MANAGEMENT ANALYST TOTAL	1.60 25.60		2.00		_	0.40 8.40	2.00 36.00
POLICE DEPARTMENT ADMINISTRATIVE SECRETARY	2.00		1 1		1	1	2.00
COMMUNICATIONS CENTER MANAGER	1.00		<del> </del>				1.00
CONFIDENTIAL SECRETARY	1.00						1.00
CRIME ANALYST	1.00						1.00
CRIME LAB MANAGER	1.00						1.00
FORENSIC EVIDENCE TECHNICIAN	3.00						3.00
EXECUTIVE ASST TO POLICE CHIEF	1.00						1.00
MANAGEMENT ANALYST	1.00		ļ				1.00
POLICE CAPTAIN	2.00						2.00
POLICE CHIEF POLICE CORPORAL	1.00 5.00		1			1	1.00 5.00
POLICE DISPATCHER	11.00		1				11.00
POLICE LIEUTENANT	7.00						7.00
POLICE OFFICER	93.00						93.00
POLICE RECORDS MANAGER	1.00						1.00
POLICE RECORDS SPECIALIST	12.00						12.00
POLICE RECORDS SUPERVISOR	2.00					ļ	2.00
POLICE SERGEANT	18.00		ļ				18.00
POLICE SERVICES OFFICER POLICE SERVICES OFFICER II	8.00 2.00						8.00 2.00
PROPERTY CLERK	3.00						3.00
PUBLIC SAFETY COMMUNICATIONS OPERATOR	5.00		<del>                                     </del>		1	+	5.00
PUBLIC SAFETY AIDE (MAINTENANCE AIDE)	1.00						1.00
SECRETARY	1.00						1.00
SENIOR MANAGEMENT ANALYST	1.00						1.00
SUPERVISING POLICE DISPATCHER	4.00						4.00
TOTAL POLICE	188.00	-	-	-	-	-	188.00
FIRE DEPARTMENT ADMINISTRATIVE SECRETARY	1.00		<del>                                     </del>		ī	<u> </u>	1.00
ADMINIOTRATIVE SECRETART	1.00		1		1		1.00

### CITY OF EL CAJON FISCAL YEAR 2021-2022 BUDGET BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

Activity / Position	General Fund	Fleet Maint	Waste- water	Gas Tax	Transit	Other Funding	Total
DEPUTY FIRE CHIEF	1.00						1.00
DEPUTY FIRE MARSHAL	1.00						1.00
FIRE BATTALION CHIEF	3.00						3.00
FIRE CAPTAIN	15.00						15.00
FIRE CHIEF	1.00						1.00
FIRE DIVISION CHIEF	1.00						1.00
FIRE ENGINEER	15.00						15.00
FIRE INSPECTOR I / II	2.00						2.00
MANAGEMENT ANALYST	1.00						1.00
PARAMEDIC FIREFIGHTER	21.00						21.00
TOTAL FIRE	62.00	-	-	-	-	-	62.00
TOTAL ALL PUBLIC SAFETY	250.00	_	-	_		- 1	250.00

### **PUBLIC WORKS**

A DAUNIOTO A TIVE OF ODET A DV	0.00	1	0.05	0.45	1		4.00
ADMINISTRATIVE SECRETARY	0.20		0.65	0.15			1.00
ASSISTANT ENGINEER	1.50		1.00	0.50			3.00
ASSOCIATE ENGINEER	2.20		2.45	0.35			5.00
CITY ENGINEER/DEPUTY DIRECTOR OF PUBLIC	0.20		0.80				1.00
CITY TRAFFIC ENGINEER	0.80			0.20			1.00
CODE COMPLIANCE OFFICER			1.00				1.00
CUSTOMER SERVICE REPRESENTATIVE			1.00				1.00
DEPUTY DIRECTOR OF PUBLIC WORKS	0.20		0.60	0.20			1.00
DIRECTOR OF PUBLIC WORKS	0.30		0.50	0.20			1.00
ENGINEERING TECHNICIAN	1.90		0.90	0.20			3.00
EQUIPMENT MECHANIC		3.00					3.00
FACILITIES TECHNICIAN	5.00						5.00
FLEET MANAGER		1.00					1.00
FLEET PARTSKEEPER		0.50					0.50
GEOGRAPHIC INFO SYS ANALYST			0.75	0.25			1.00
GEOGRAPHIC INFO SYS TECHNICIAN			0.75	0.25			1.00
LEAD EQUIPMENT MECHANIC		1.00					1.00
LEAD FACILITIES TECHNICIAN	1.00						1.00
MAINTENANCE SUPERVISOR	1.40		1.10	0.50			3.00
MANAGEMENT ANALYST	0.30		0.65	0.05			1.00
OPERATIONS MANAGER	1.50		1.30	0.20			3.00
PRINCIPAL CIVIL ENGINEER	0.40		1.50	0.10			2.00
PUB WKS CREW LEADER	1.40		2.10	0.50			4.00
PUB WKS EQUIPMENT OPERATOR	1.50		8.20	3.30			13.00
PUB WKS INSPECTOR	1.20		0.50	0.30			2.00
PUB WKS MAINT WORKER TRAINEE / 1 / 2	6.75		5.20	3.00	0.05		15.00
SENIOR ENGINEERING TECHNICIAN	1.70		2.60	0.70			5.00
SENIOR MANAGEMENT ANALYST	0.60		1.35	0.05			2.00
SENIOR PUB WKS MAINT WORKER	3.00						3.00
TOTAL	33.05	5.50	34.90	11.00	0.05	-	84.50
-							

### **RECREATION**

ADMINISTRATIVE SECRETARY	0.50						0.50
ASSISTANT RECREATION SERVICES SUPERVIS	2.50					0.50	3.00
DIRECTOR OF RECREATION	1.00						1.00
RECREATION SERVICES MANAGER	3.00						3.00
RECREATION SERVICES SUPERVISOR	7.75					0.25	8.00
TOTAL	14.75	-	-	-	-	0.75	15.50

### **COMMUNITY DEVELOPMENT and HOUSING**

ADMINISTRATIVE SECRETARY	2.00			2.00

### CITY OF EL CAJON FISCAL YEAR 2021-2022 BUDGET BUDGETED POSITIONS BY FUNCTION AND FUNDING SOURCE

Activity / Position	General Fund	Fleet Maint	Waste- water	Gas Tax	Transit	Other Funding	Total
ASSOCIATE PLANNER	2.00						2.00
BUILDING INSPECTOR	1.00						1.00
BUILDING OFFICIAL	1.00						1.00
CODE COMPLIANCE OFFICER	2.00						2.00
CUSTOMER SERVICE REPRESENTATIVE	2.00						2.00
DIRECTOR OF COMMUNITY DEVELOPMENT	1.00						1.00
HOUSING MANAGER	0.70					0.30	1.00
HOUSING SPECIALIST	-					1.00	1.00
PLANNING MANAGER	1.00						1.00
PLANS EXAMINER	1.00						1.00
SENIOR BUILDING INSPECTOR	1.00						1.00
SENIOR PLANNER	1.00						1.00
SUPV BUILDING & FIRE SAFETY INSPECTOR	1.00						1.00
TOTAL	16.70	-	-	-	-	1.30	18.00
TOTAL FUNDED FTE ALL FUNDS	340.10	5.50	36.90	11.00	0.05	10.45	404.00

The City utilizes part-time staff to provide a variety of services. Funding for paid internships and other part-time positions is allocated in individual General and Non-General Fund department budgets. This allows the departments to hire the appropriate number of part-time employees within the confines of their respective budget allocations. They are not considered full-time employees (FTEs) and are not recognized as such in the budget.

### **FUNDED PART-TIME POSITIONS (Not included in FTE count above)**

Activity / Position	General Fund	Fleet Maint	Waste- water	Gas Tax	Transit	Other Fundina	Total
ADMINISTRATIVE INTERN - CITY MANAGER	0.40				Ī	0.10	0.50
ADMINISTRATIVE INTERN - FINANCE	0.50						0.50
ADMINISTRATIVE INTERN - FIRE	0.50						0.50
ADMINISTRATIVE INTERN - I.T.	-					0.50	0.50
ADMINISTRATIVE INTERN - BUILDING	0.50						0.50
ADMINISTRATIVE INTERN - PUBLIC WORKS	0.25		0.25				0.50
RECREATION SPECIALISTS (I-V)-RECREATION	18.50					9.50	28.00

### **CITY OF EL CAJON COMPENSATION PLAN**

Effective 6/12/21

CLASSIFICATION TITLE	Salary Range	Hourly Rate A Step	to	Hourly Rate E Step	Bargaining Group
Accountant	98.1	32.17		39.20	MMPEG
Accounting Technician	83.7	22.55		27.47	MEA
Administrative Analyst I (CM and HR)	89.4	25.96		31.62	UNREP-MGMT
Administrative Analyst II (CM and HR)	91.4	27.27		33.23	UNREP-MGMT
Administrative Intern	72.9	17.27		21.04	UNREP-PST
Administrative Secretary	85.9	23.81		29.00	MEA
Assistant Building and Fire Safety Inspector	84.9	23.22		28.30	MEA
Assistant City Manager	143.5	98.72		120.27	UNREP-EXEC
Assistant to the City Manager I	113.0	46.48		56.63	UNREP-MGMT
Assistant to the City Manager II	115.0	48.83		59.50	UNREP-MGMT
Assistant Engineer / Licensed Land Surveyor	104.8	37.96		46.25	MMPEG
Assistant Planner Assistant Recreation Svcs Supervisor	95.0 85.5	29.80 23.57		36.31 28.72	MEA MEA
Associate Engineer	110.8	44.03		53.64	MMPEG
Associate Planner	100.9	34.48		42.01	MEA
Building & Fire Safety Inspector	95.8	30.40		37.04	MEA
Building Official I	119.5	54.58		66.50	UNREP-MGMT
Building Official II	121.5	57.34		69.86	UNREP-MGMT
City Attorney		ekly Salary		6428.99	CONTRACT
City Clerk	121.2	56.91		69.34	UNREP-EXEC
City Engineer/Deputy Director of Public Works I	124.5	61.75		75.24	UNREP-MGMT
City Engineer/Deputy Director of Public Works II	126.5	64.88		79.04	UNREP-MGMT
City Manager	Biwe	ekly Salary		11046.20	CONTRACT
City Traffic Engineer	117.7	52.21		63.61	MMPEG
Code Compliance Officer	92.4	27.95		34.06	MEA
Communications Center Manager	105.6	38.72		47.18	MMPEG
Confidential Secretary (CM, HR and Police Administration)	87.0	24.46		29.80	UNREP-CONF
Crime Analyst	93.0	28.37		34.56	MEA
Crime Lab Manager	108.6	41.70		50.81	MMPEG
Customer Service Representative	74.2	17.83		21.73	MEA
Deputy City Clerk I	95.5	30.18		36.77	UNREP-MGMT
Deputy City Clerk II Deputy Director - Special Projects* (6 month assignment only)	97.5	31.70 61.90		38.63 75.42	UNREP-MGMT UNREP-MGMT
Deputy Director - Special Projects (6 month assignment only)  Deputy Director of Community Development I	124.6 119.7	54.85		66.83	UNREP-MGMT
Deputy Director of Community Development II	121.7	57.63		70.21	UNREP-MGMT
Deputy Director of Public Works I	120.6	56.08		68.33	UNREP-MGMT
Deputy Director of Public Works II	122.6	58.92		71.79	UNREP-MGMT
Deputy Fire Marshal	101.8	35.25		42.95	MEA
Director of Community Development	133.5	77.12		93.96	UNREP-EXEC
Director of Finance / City Treasurer	132.3	74.86		91.21	UNREP-EXEC
Director of Human Resources	129.9	70.56		85.98	UNREP-EXEC
Director of Information Technology	131.6	73.58		89.65	UNREP-EXEC
Director of Parks and Recreation	129.8	70.39		85.76	UNREP-EXEC
Director of Public Works	132.8	75.80		92.36	UNREP-EXEC
Engineering Technician	94.4	29.37		35.78	MEA
Equipment Mechanic	89.3	25.89		31.55	MEA
Executive Assistant to the City Manager/City Attorney	97.1	31.39		38.25	UNREP-CONF
Executive Assistant to the Police Chief Facilities Manager	91.9	27.61 49.81		33.64 60.70	UNREP-CONF MMPEG
Facilities Technician	115.8 84.5	23.00		28.02	MEA
Financial Operations Manager I	121.2	56.91		69.34	UNREP-MGMT
Financial Operations Manager II	123.2	59.79		72.85	UNREP-MGMT
Fire Battalion Chief (112 hour bi-weekly)	122.6	42.09		51.28	PFF
Fire Battalion Chief (80 hour bi-weekly)	122.6	58.92		71.79	PFF
Fire Captain (112 hour bi-weekly)	112.0	32.39		39.46	PFF
Fire Chief	139.4	89.21		108.69	UNREP-EXEC
Fire Division Chief I (80 hour bi-weekly)	126.5	64.88		79.04	UNREP-MGMT
Fire Division Chief II (80 hour bi-weekly)	128.5	68.16		83.05	UNREP-MGMT
Fire Engineer (112 hour bi-weekly)	106.6	28.35		34.54	PFF
Fire Inspector I	91.8	27.54		33.55	MEA
Fire Inspector II	95.7	30.32		36.95	MEA
Fleet Manager	107.0	40.08		48.83	MMPEG
Fleet Specialist	79.5	20.33		24.77	MEA
Forensic Evidence Technician	94.6	29.51		35.96	MEA
Forensic Latent Print Examiner	102.9	36.22		44.13	MEA
Geographic Information Systems Analyst	98.1	32.17		39.20	MMPEG
Geographic Information Systems Technician	90.0	26.34		32.09	MEA
Housing Manager	113.8	47.41		57.77	MMPEG

### **CITY OF EL CAJON COMPENSATION PLAN**

Effective 6/12/21

CLASSIFICATION TITLE	Salary	Hourly Rate	to	Hourly Rate	Bargaining
Housing Changialist	Range 98.3	32.33		<b>E Step</b> 39.40	Group MMPEG
Housing Speacialist Human Resources Analyst I	101.0	34.56		42.11	UNREP-MGMT
Human Resources Analyst II	103.0	36.31		44.24	UNREP-MGMT
Information Technologies Technician	90.0	26.34		32.09	MEA
Information Technology Analyst I	99.4	33.23		40.48	UNREP-MGMT
Information Technology Analyst II	101.4	34.91		42.53	UNREP-MGMT
Information Technology Specialist	92.2	27.81		33.89	UNREP-CONF
Junior Engineer	100.3	33.97		41.39	MMPEG
Junior Planner	87.4	24.70		30.10	MEA
Lead Equipment Mechanic	92.0	27.67		33.72	MEA
Lead Facilities Technician	92.0	27.67		33.72	MEA
Maintenance Supervisor	97.4	31.62		38.53	MMPEG
Management Analyst	98.3	32.33		39.40	MMPEG
Management Analyst I (CM and HR)	99.5	33.31		40.58	UNREP-MGMT
Management Analyst II (CM and HR) Multi-Media Technician	101.5 69.0	34.99 15.68		42.64 19.11	MEA
Network Administrator I	106.6	39.69		48.36	UNREP-MGMT
Network Administrator II	108.6	41.70		50.81	UNREP-MGMT
Operations Manager	114.8	48.60		59.22	MMPEG
Paramedic Firefighter (112 hour bi-weekly)	104.6	26.99		32.88	PFF
Parks and Recreation Manager I	112.9	46.37		56.50	UNREP-MGMT
Parks and Recreation Manager II	114.9	48.72		59.36	UNREP-MGMT
Planning Manager I	116.8	51.06		62.21	UNREP-MGMT
Planning Manager II	118.8	53.64		65.36	UNREP-MGMT
Plans Examiner	99.8	33.55		40.88	MEA
Police Captain	132.5	75.24		91.67	POA-MG
Police Chief	146.8	107.10		130.50	UNREP-EXEC
Police Corporal	108.4	41.49		50.56	POA
Police Dispatcher I	91.2	27.13		33.06	MEA
Police Dispatcher II	97.2	31.47		38.34	MEA
Police Lieutenant	126.9	65.53		79.84	POA-MG
Police Officer	106.4	39.49		48.12	POA
Police Records Manager	100.4	34.06		41.49	MMPEG
Police Records Specialist	77.7	19.44		23.69	MEA
Police Records Supervisor	84.8	23.17		28.23	MEA
Police Recruit Police Sergeant	98.0 114.3	32.09 48.00		39.10 58.48	UNREP-GEN POA
Police Services Officer I	88.8	25.57		31.16	MEA
Police Services Officer II	90.8	26.87		32.74	MEA
Principal Civil Engineer	117.5	51.95		63.29	MMPEG
Property Clerk	81.5	21.36		26.02	MEA
Public Safety Aide	63.4	13.66		16.64	UNREP-PST
Public Safety Communications Operator	81.3	21.25		25.89	MEA
Public Works Crew Leader	90.6	26.74		32.58	MEA
Public Works Equipment Operator	87.6	24.83		30.25	MEA
Public Works Inspector	96.4	30.85		37.59	MEA
Public Works Maintenance Worker I	75.0	18.19		22.16	MEA
Public Works Maintenance Worker II	79.0	20.08		24.46	MEA
Purchasing Agent	107.2	40.28		49.08	MMPEG
Recreation Services Supervisor	94.0	29.08		35.43	MEA
Recreation Specialist I (A-C)*	64.4	14.00		15.45	UNREP-PST
Recreation Specialist II (A-C)*	69.4	15.84		17.48	UNREP-PST
Recreation Specialist III (A-B')*	74.4	17.92		19.30	UNREP-PST
Recreation Specialist III (C)*	71.0	20.08		20.08	UNREP-PST
Recreation Specialist IV (A-C)* Recreation Specialist V*	80.0	20.58		25.07	UNREP-PST
Secretary	88.9 73.0	25.64 17.31		31.23 21.09	UNREP-PST MEA
Secretary to the Chief of Police	89.9	26.28		32.02	MEA
Senior Accountant	107.2	40.28		49.08	MMPEG
Senior Accounting Technician	87.3	24.64		30.03	UNREP-CONF
Senior Building Inspector	99.8	33.55		40.88	MEA
Senior Buyer	95.0	29.80		36.31	MEA
Senior Engineering Technician	101.4	34.91		42.53	MEA
Senior Human Resources Analyst I	108.2	41.29		50.31	UNREP-MGMT
Senior Human Resources Analyst II	110.2	43.38		52.85	UNREP-MGMT
Senior Management Analyst	108.2	41.29		50.31	MMPEG
Senior Management Analyst I (CM and Finance)	108.2	41.29		50.31	UNREP-MGMT
Senior Management Analyst II (CM and Finance)	110.2	43.38		52.85	UNREP-MGMT
Senior Management Analyst I (CM and Finance)	108.2	41.29		50.31	UNREP-MGM

### **CITY OF EL CAJON COMPENSATION PLAN**

Effective 6/12/21

CLASSIFICATION TITLE	Salary Range	Hourly Rate A Step	to	Hourly Rate E Step	Bargaining Group
Senior Planner	107.7	40.78		49.69	MMPEG
Senior Public Works Maintenance Worker	85.0	23.28		28.37	MEA
Senior Risk Management Analyst I	108.2	41.29		50.31	UNREP-MGMT
Senior Risk Management Analyst II	110.2	43.38		52.85	UNREP-MGMT
Supervising Building and Fire Safety Inspector	101.8	35.25		42.95	MEA
Supervising Engineering Technician	105.3	38.44		46.83	MEA
Supervising Police Dispatcher	104.4	37.59		45.80	MEA
Utility Worker	73.1	17.35		21.14	MEA
Weed Abatement Inspector	90.3	26.54		32.33	UNREP-PST

## PART-TIME/TEMPORARY PERSONNEL REQUEST FISCAL YEAR 2021-22

ACTIVITY: Internship Program / Other Non-Recreation PT ACTIVITY NO: Various

Requesting Department	Hourly Rate	FTE Equivalent
ADMINISTRATIVE INTERNS:		
City Manager (110000)	\$17.27 - \$21.04	.40
Finance (114000)	\$17.27 - \$21.04	.50
Fire (140000)	\$17.27 - \$21.04	.50
Engineering (152310)	\$17.27 - \$21.04	.25
Community Development-Planning (170510)	\$17.27 - \$21.04	.25
Building (171000)	\$17.27 - \$21.04	.25
Self-Insurance (610000)	\$17.27 - \$21.04	.10
IT Services (615110)	\$17.27 - \$21.04	.50
Wastewater (650750)	\$17.27 - \$21.04	.25
OTHER PART-TIME POSITIONS (NON-RECREATION)		
Parks & Recreation – Management Analyst	\$32.33 - \$39.40	.50
Public Works – Fleet Partskeeper	\$20.33 - \$24.77	.50

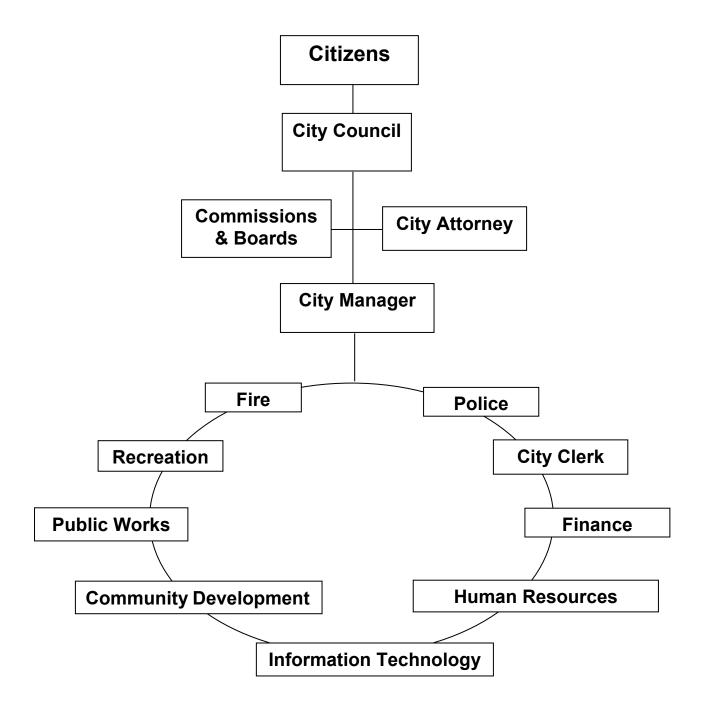
The City's Internship Program allows individuals to serve local government in various capacities so that they obtain the practical skills necessary for possible careers in the public sector. The internships are both paid and unpaid (usually for college credit). The individuals selected may be assigned basic technical tasks and administrative assignments that expose them to the operations of full-service local government.

The City's interns are selected to work for one or more departments for the duration of their internships. They receive no employee benefits other than their pay except those required by law (i.e. Medicare, PST, worker's compensation, sick leave, etc). Recent interns have assisted in the Community Development, Public Works, Human Resources, and Finance departments. They provide service to the department(s) and, in turn, receive valuable work experience and an invaluable introduction to public sector. Frequently, they are enrolled in Political Science, Public Administration or Accounting programs at local universities.

Funding for paid internships is allocated in individual General and Non-General Fund department budgets. This allows the departments to hire the appropriate number of interns within the confines of their respective budget allocations. The interns are not considered full-time employees (FTEs) and are not recognized as such in the budget.

Requests for interns in Finance, Human Resources, Community Development, Engineering, and Wastewater were made this Fiscal Year. Individual intern requests and number of annual hours, although less than 1,000, is at the discretion and approval of the City Manager.

# CITY OF EL CAJON FY 2021-2022



# City of El Cajon **General Government and Support**

Fiscal Year 2021 – 2022 Annual Budget



# City of El Cajon **General Government and Support**

Fiscal Year 2021 – 2022 Annual Budget



General Government and Support is the group of departments that manages, directs, and administers the general operation of the City of El Cajon. Each of the following departments are discussed in this section.

City Council
City Manager
City Attorney
City Clerk
Human Resources
Finance
Information Technology

# City of El Cajon **General Government and Support**

Fiscal Year 2021 – 2022 Annual Budget



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

### **CITY COUNCIL**

### **Mission Statement:**

The Mission of the City Council is to lead the City of El Cajon in providing municipal government services, enact reasonable policies, and meet the needs of the community in an unobtrusive, yet effective manner in order to preserve the rights of all while promoting the majority interest; and to serve all residents of the City of El Cajon by being accessible and open in gathering public input and initiating laws, programs and services that respond to the community's needs.

### **Description:**

The City Council is comprised of five members including the Mayor, whom is elected at large, while the four Council Members are elected by district. All serve overlapping four-year terms. The Mayor is the presiding officer of the City Council, Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority. Annually, the City Council chooses one of its members to serve as the Mayor Pro Tempore. The City Council is accountable to the residents of El Cajon for all public services and programs provided by City staff. The City Council serves as the City's policy-making body, enacting all ordinances, approving all resolutions and taking action on all municipal matters involving policy decisions and leadership. The City Council appoints the City Manager, the City Attorney, and ratifies the appointment of all advisory board and commission members. The City Council also serves as the Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority and appoints the members of City commissions, committees and advisory boards. The City Council represents the City at special events, works closely with state and federal legislators to inform them of the needs in this community, and is a conduit providing the people of the community with a voice in local government.

### Goals:

- To ensure that municipal services are provided in the most efficient, effective and responsive manner possible to meet the needs and desired service levels of the community.
- To provide an open forum for direct public input and an avenue for resolving community concerns.
- To ensure that the City maintains a fiscally sound operating budget.
- To actively promote the City of El Cajon by attending community functions and other public events.
- To represent the interests of the City on various commissions, boards and committees serving the entire San Diego region.
- To maintain close working relationships with state and federal legislators to foster the interests of the City of El Cajon.
- Provide timely and accurate responses to the public when information or intervention is requested.
- To encourage and recruit new business to El Cajon and promote and assist existing businesses.
- To support the ongoing development of Downtown El Cajon.
- To continue to enhance the quality of life through increased and improved public safety services.

# **General Government and Support** Fiscal Year 2021 – 2022 Annual Budget

			2020-2021		
BUDGET ACTIVITY	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
City Council - 101000	428,890	456,411	492,267	474,378	604,394
Contingency - 104000	44,198	30,000	60,000	1,500	60,000
GENERAL FUND TOTAL	473,088	486,411	552,267	475,878	664,394

### CITY COUNCIL

DETAIL OF PERSONNEL SERVICES								
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED				
Councilmembers	4.00	4.00	4.00	4.00				
Mayor	1.00	1.00	1.00	1.00				
General Fund Total	5.00	5.00	5.00	5.00				

### CITY COUNCIL

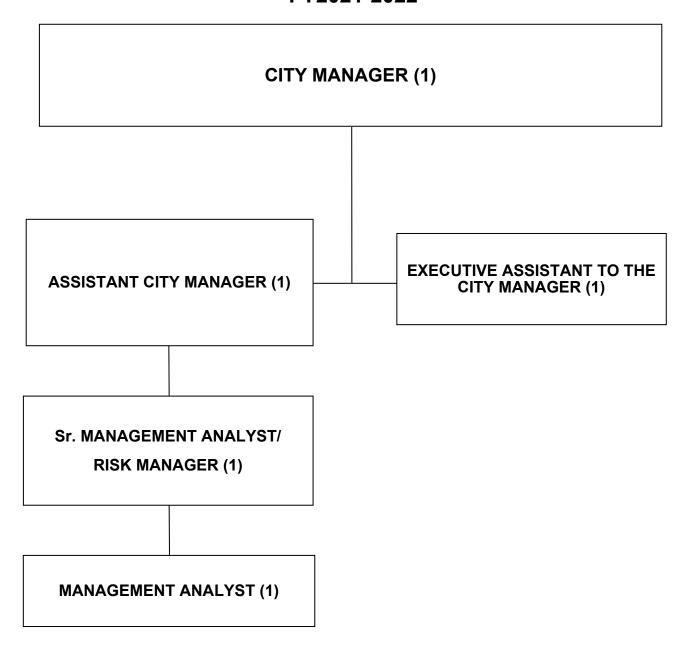
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	229,761	242,028	259,687	264,795	303,673
MAT'L, SVC & SUPPLIES	243,327	244,383	292,580	211,083	336,557
CAP OUTLAY/TRANSFERS	-	-	-	-	24,164
TOTAL	473,088	486,411	552,267	475,878	664,394



Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
10100	0	riotatai	7 Totalai	Daagotoa		ITY COUNCIL
7110	SALARIES	92,054	93,649	94,038	105,760	130,899
7309	PERS-UAL (EMPLOYER)	-	-	39,201	39,201	34,697
7310	PERS-NORMAL (EMPLOYER)	42,200	47,898	11,606	13,053	16,101
7312	POST RETIREMENT BENEFITS	14,789	12,188	10,598	10,598	11,730
7315	MEDICARE TAX	1,362	1,340	1,599	1,489	2,225
7325	CAFETERIA	50,440	56,370	73,500	62,651	76,500
7335	WORKERS COMPENSATION	651	635	420	420	2,693
7336	UNEMPLOYMENT INSURANCE	-	2,536	-	1,100	-
7340	LIFE INSURANCE	572	555	525	648	628
7355	CAR ALLOWANCE	27,693	26,857	28,200	29,875	28,200
TOTAL	SALARY & BENEFITS	229,761	242,028	259,687	264,795	303,673
8120	AWARDS AND PRESENTATION	46	881	1,000	-	1,000
8150	OFFICE SUPPLIES	116	187	400	200	350
8160	OPERATING SUPPLIES	108	8	500	50	400
8395	OTHER PROF/TECH SERVICES	34,738	25,296	35,000	30,000	80,000
8515	GEN LIAB/WCOMP INSUR PREI	1,717	1,632	866	792	-
8516	PROPERTY INS CHG/PREMIUN	6,274	6,274	6,814	6,248	6,807
8530	CONTRIBUTIONS	77,387	81,310	81,000	75,000	81,000
8594	TRAINING/MEETINGS/SCHOOL	2,276	3,336	7,500	1,000	7,500
8595	MEALS FOR CITY EMPLOYEES	8	115	-	-	-
8612	LEAGUE OF CA CITIES	28,107	29,232	31,000	29,000	30,000
8614	LAFCO	31,039	31,631	33,500	32,000	33,500
8616	SANDAG	17,314	34,481	35,000	35,293	36,000
TOTAL	MAT'L, SVC & SUPPLIES	199,129	214,383	232,580	209,583	276,557
9911	TRANSFER OUT - POB	-	-	-	-	24,164
	OTHER FINANCING USES	-		-	-	24,164
ACTI	VITY TOTAL	428,890	456,411	492,267	474,378	604,394

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted			
10400	104000 CONTINGENCY								
8529	CONTINGENCY	17,698	-	35,000	-	35,000			
8530	CONTRIBUTIONS	21,500	20,000	20,000	1,500	20,000			
8610	ECONOMIC DEVELOP COUNCI	5,000	10,000	5,000	-	5,000			
TOTAL	MAT'L, SVC & SUPPLIES	44,198	30,000	60,000	1,500	60,000			
ACTI	VITY TOTAL	44,198	30,000	60,000	1,500	60,000			

# DEPARTMENT OF THE CITY MANAGER FY2021-2022



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

### **CITY MANAGER'S OFFICE**

### **Mission Statement:**

The mission of the City Manager's Office is to support the City Council's goals and objectives through appointing and developing staff, implementing policies and procedures that efficiently and effectively carry out the City Council's directives, presenting and monitoring a fiscally sound operating budget, and recommending for innovations and improvement in the provision of public service. Ultimately, the role of the City Manager's Office is to ensure that the values of the City's organization reflect those of the City Council and the community.

### **Description:**

The City Manager is appointed by, and serves at the pleasure of, the City Council. The City Manager is the Chief Administrative Officer of the City and is responsible to the City Council for enforcement of the City's ordinances, direction of administrative operations, and provision of technical expertise in deliverance of municipal government services. The City Manager advises the City Council on all legislative and administrative matters, directs and monitors the staff providing service to the public, serves as the City's Affirmative Action Officer, and prepares the annual budget for City Council approval. The City Manager is also the Chief Executive Officer for Successor Agency to the El Cajon Redevelopment Agency and the El Cajon Housing Authority.

The City Manager's Office also directly administers the City's legislative affairs, risk management, leases of City-owned property, and the City's management partnership with Live Nation to operate the Magnolia, the City-owned music venue. Additionally, the City Manager's Office facilitates community engagement, outreach, and the dissemination of public information, which includes the City's social media strategy.

### Goals:

- Implement the City Council's Priorities & Goals, which target specific and measured projects in and around the City.
- Develop a plan to administer additional COVID-19 relief funds through the Federal American Rescue Plan.
- Strive to maintain the City's infrastructure and programs.
- Advise the City Council on all legislative and policy matters and as to the financial needs and condition of the City.
- Ensure an adequate staffing level to meet the needs of the community and carry out the programs and policies established by the City Council.
- Provide ongoing customer service training to City staff to improve our contacts and effectiveness in addressing matters within the community and to embrace and model the Visions, Mission and Values.
- Inform the City Council of all municipal affairs and operations and to provide timely and accurate information to the City Council upon request.
- Update and maintain efficient internal control systems consistent with changing governmental rules and regulations and the City's needs.
- Act as a conduit for information and referral of the public to those most able to assist and assess other departments' performance in the areas of customer service through review of resident input.
- Work collaboratively with Live Nation to ensure a successful reopening of the Magnolia—postpandemic—by supporting its commercial success and growth as a performance venue for the City and region.
- Monitor and advise the Mayor and City Council on proposed and enacted legislation.
- Generate internal and external support for City produced and business sponsored community events.
- Host and/or co-sponsor special events that provide community-wide benefit to the residents of El Cajon while also providing economic benefits to the local businesses.

### **General Government and Support**

Fiscal Year 2021 – 2022 Annual Budget

CITY MANAGER					
BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
City Manager - 110000 Economic Dev 105000	1,906,873 -	1,511,998 763,589	1,296,854 800,000	1,381,354 800,000	1,464,10 1,040,00
Admin. Services - 122000 GENERAL FUND TOTAL	355,100 2,261,973	55,474 2,331,061	2,096,854	12,000 2,193,354	2,504,10
Magnolia Perf. Arts Fund - 241000 Risk Management - 610000 Worker Comp. Self-Insur 611000	1,337,521	1,002,450 1,632,420 1,030,698	953,272 2,227,033 2,700,000	742,857 1,578,524 1,116,000	1,124,77 2,500,12 1,507,00
CITY MANAGER					
	DETAIL OF	PERSONNEL SE	RVICES		
JOB CLASSIFICATIO	N	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED
Administrative Secretary (CM)		0.90	0.50	0.00	0.
Assistant City Manager		1.00	1.00	1.00	1.
City Manager		1.00	1.00	1.00	1.
Deputy Director of Administrative Ser		0.00	0.00	0.00	0.
Executive Assistant to the City Mana	ager	0.60	0.60	0.60	0.
Multi-Media Technician		0.75 0.00	0.00 1.25	0.00 0.65	0.
Management Analyst Public Information Officer			0.00	0.00	0. 0.
Senior Management Analyst		0.15	0.15	0.60	0.
Utility Worker		1.00	0.00	0.00	0.
•	ral Fund Total	6.00	4.50	3.85	3.
Administrative Services Director		0.00	0.00	0.00	0.
Deputy Director of Administrative Ser		0.00	0.00	0.00	0.
Executive Assistant to the City Mana	ager	0.40	0.40	0.40	0.
Management Analyst		0.00	0.00	0.60	0.
Senior Management Analyst Self Insuran	ce Fund Total	0.85 1.25	0.85 1.25	0.40 <b>1.40</b>	1.
CITY MANAGER					
GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
TELECOM FEES - 6074				85,000	120,00
LEASE/TELECOM - 6075	32,945	54,932	33,545	47,000	120,0
DAMAGE TO CITY PROP - 6510	71,702	53,858	60,000	55,000	60,00
GENERAL FUND TOTAL	104,647	108,790	93,545	187,000	180,00
CITY MANAGER					
			2020-2021	2020-2021	
GENERAL FUND	2018-2019	2019-2020	AMENDED	EST.	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	ACTUAL	ADOPTE
SALARIES & BENEFITS	1,123,868	1,095,958	1,056,832	1,146,332	1,131,1
MAT'L, SVC & SUPPLIES	1,138,105	1,235,103	1,040,022	1,044,522	1,244,7
CAP OUTLAY/TRANSFERS	-	-	-	2,500	128,20

2,331,061

2,096,854

2,193,354

2,504,107

2,261,973

TOTAL

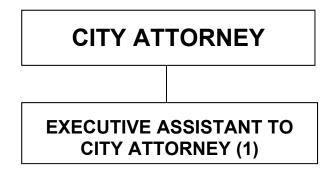
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
11000	0				CIT	Y MANAGER
7110	SALARIES	532,246	650,572	603,322	683,219	707,542
7130	VACATION/SICK CONVERSION:	-	30,110	22,519	21,023	27,780
7140	FURLOUGH	(1,992)	-	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	251,501	251,501	184,088
7310	PERS-NORMAL (EMPLOYER)	245,908	285,555	74,462	70,090	85,423
7311	OTHER RETIREMENT BENEFIT	9,238	10,037	9,600	9,370	10,578
7312	POST RETIREMENT BENEFITS	14,235	15,479	8,160	8,160	9,032
7315	MEDICARE TAX	7,562	9,890	10,256	10,656	12,028
7325	CAFETERIA	46,815	57,527	51,746	58,712	57,705
7335	WORKERS COMPENSATION	2,531	4,344	2,697	2,697	11,760
7336	UNEMPLOYMENT INSURANCE	-	12,005	-	6,289	-
7340	LIFE INSURANCE	1,573	1,957	1,784	2,340	2,025
7345	LTD INSURANCE	1,861	2,339	2,353	2,841	2,711
7350	STD INSURANCE	833	1,047	1,080	1,272	1,244
7355	CAR ALLOWANCE	13,845	13,600	17,352	14,969	19,280
7370	EMPLOYEE PROF DEVELOPME	-	1,496	-	2,443	-
7395	TUITION REIMBURSEMENTS	-	-	-	750	-
7396	MOVING EXPENSE REIMB	9,423	-	-	-	-
TOTAL	SALARY & BENEFITS	884,078	1,095,958	1,056,832	1,146,332	1,131,196
8150	OFFICE SUPPLIES	1,860	2,320	1,400	800	1,400
8160	OPERATING SUPPLIES	6	368	500	500	500
8355	RECORDS MANAGEMENT	680	489	500	500	500
8395	OTHER PROF/TECH SERVICES	877,872	78,977	45,000	58,000	5,000
8505	IT SERVICES	30,100	51,625	39,222	39,222	39,449
8515	GEN LIAB/WCOMP INSUR PREI	2,106	2,558	1,358	1,358	-
8516	PROPERTY INS CHG/PREMIUM	3,353	3,353	3,642	3,642	6,807
8528	COMMUNICATIONS	-	-	1,400	1,400	1,400
8530	CONTRIBUTIONS	8,612	164,961	35,000	35,000	35,000
8532	COPIER RENT/MAINTENANCE	416	599	800	1,150	-
8538	GRAFFITI REMOVAL	59,982	53,318	55,000	56,000	56,000
8550	MANAGEMENT ENRICHMENT	5,331	16,034	15,000	5,000	15,000
1	MEMBERSHIP, DUES & LICENSE	3,630	7,690	7,000	7,000	7,000
	POSTAGE AND SHIPPING	16,000	12,000	12,000	16,000	16,000
	PRINTING AND BINDING	6,363	7,268	7,900	5,000	6,000
	PROMOTIONS	1,224	3,770	3,000	500	3,000
1	REPAIRS AND MAINTENANCE	-	-	100	-	-
	SUBSCRIPTIONS	-		-	350	450
	TRAINING/MEETINGS/SCHOOL	3,915	9,551	10,000	1,100	10,000
	MEALS FOR CITY EMPLOYEES	1,345	1,160	1,200	-	1,200
	MAT'L, SVC & SUPPLIES	1,022,795	416,040	240,022	232,522	204,706
	MINOR FURN&EQUIP <\$10,000	-	-	-	2,500	-
	CAPITAL OUTLAY	-		-	2,500	-
9911	TRANSFER OUT - POB	-	-	-	-	128,205
TOTAL	OTHER FINANCING USES	-		-	-	128,205
ACTI	VITY TOTAL	1,906,873	1,511,998	1,296,854	1,381,354	1,464,107

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
10500	0				CONOMIC DE	_
8395	OTHER PROF/TECH SERVICES	-	763,589	800,000	800,000	1,040,000
TOTAL	MAT'L, SVC & SUPPLIES	-	763,589	800,000	800,000	1,040,000
ACTI	VITY TOTAL	-	763,589	800,000	800,000	1,040,000
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
12200	0	•		Α	DMINISTRATI	<b>VE SERVICES</b>
7110	SALARIES	127,936	-	-	-	-
7130	VACATION/SICK CONVERSION	2,131	-	-	-	-
7310	PERS-NORMAL (EMPLOYER)	59,109	-	-	-	-
	POST RETIREMENT BENEFITS	10,352	-	-	-	-
7315	MEDICARE TAX	2,142	-	-	-	-
7325	CAFETERIA	33,813	-	-	-	-
	WORKERS COMPENSATION	3,615	-	-	-	-
7340 7345	LIFE INSURANCE	331	-	-	-	-
7345	LTD INSURANCE STD INSURANCE	249 112	-	-	-	-
TOTAL	SALARY & BENEFITS					-
8150	OFFICE SUPPLIES	<b>239,790</b>	-	-	-	-
8160	OPERATING SUPPLIES	13,785	500	-	-	-
8505	IT SERVICES	60,692	32,962	_	-	-
8532	COPIER RENT/MAINTENANCE	4,226	599	_	2,000	
	POSTAGE AND SHIPPING	24,128	20,677	_	_,000	_
8570	PRINTING AND BINDING	7,849	736	-	-	-
8576	REPAIRS AND MAINTENANCE	3,969	-	-	10,000	-
TOTAL	MAT'L, SVC & SUPPLIES	115,310	55,474	-	12,000	-
ACTI	VITY TOTAL	355,100	55,474	-	12,000	-
Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
	7.0000	Actual	Actual	Budgeted	Estimated	Adopted
24100	0			MAG	<b>NOLIA PERFO</b>	RMING ARTS
8160	OPERATING SUPPLIES	165	11,450	10,000	-	10,000
8395	OTHER PROF/TECH SERVICES	58,236	821,750	606,340	580,000	750,000
8516	PROPERTY INS CHG/PREMIUN	9,734	9,734	10,572	10,572	14,275
8528	COMMUNICATIONS	379	17,121	17,400	17,725	17,400
8560	PERMITS AND FEES	1,147	_			-
8576	REPAIRS AND MAINTENANCE		3,971	76,500	40,000	80,000
8580	SECURITY GUARDS/SYSTEM	787	28,618	48,600	-	48,600
8598	UTILITIES/WATER UTILITIES/ELECTRIC & GAS	1,888	3,657	4,200	1,900	4,500
8599 TOTAL		23,870	104,901	150,000	63,000	150,000
TOTAL	MAT'L, SVC & SUPPLIES	96,206	1,001,202	923,612	713,197	1,074,775
9010 9060	MINOR FURN&EQUIP <\$10,000 BUILDINGS & IMPROVEMENTS	-	1,248	29,660	29,660	50,000
	CAPITAL OUTLAY		1,248	29,660	29,660	50,000
	VITY TOTAL	96,206	1,002,450	953,272	742,857	1,124,775
AUII	THE	30,200	1,002,700	300,212	1-12,001	1,127,113

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
61000	0	Aotaai	Hotau	Buagotou		INSURANCE
7110	SALARIES	115,045	116,887	113,519	115,529	119,654
7130	VACATION/SICK CONVERSION:	_	5,087	5,807	692	4,656
7309	PERS-UAL (EMPLOYER)	-	-	47,322	47,322	30,852
7310	PERS-NORMAL (EMPLOYER)	53,153	60,123	14,011	14,259	14,316
7311	OTHER RETIREMENT BENEFIT	-	-	-	-	245
7312	POST RETIREMENT BENEFITS	5,731	3,047	2,967	2,967	3,284
7315	MEDICARE TAX	1,104	1,412	1,930	1,857	2,034
7325	CAFETERIA	17,009	16,496	20,580	21,216	21,420
7335	WORKERS COMPENSATION	815	811	507	507	473
7340	LIFE INSURANCE	335	330	315	366	275
7345	LTD INSURANCE	359	356	360	386	300
7350	STD INSURANCE	161	160	165	173	138
TOTAL	SALARY & BENEFITS	193,711	204,709	207,483	205,274	197,647
8160	OPERATING SUPPLIES	979	-	-	-	-
8345	LEGAL SERVICES	475,350	487,326	450,000	200,000	350,000
8395	OTHER PROF/TECH SERVICES	4,110	9,201	20,000	5,000	14,000
8505	IT SERVICES	14,253	-	-	-	-
8515	GEN LIAB/WCOMP INSUR PREI	349,975	490,968	642,000	648,000	850,000
8516	PROPERTY INS CHG/PREMIUN	264,219	335,177	391,000	414,000	550,000
8525	CLAIMS/SETTLEMENTS	24,464	90,809	500,000	100,000	500,000
8536	EMPLOYEE BONDS	6,802	10,169	6,625	5,500	6,625
8552	MEMBERSHIP, DUES & LICENSE	442	675	625	550	625
8578	SAFETY COMMITTEE	-	-	-	-	200
8586	SFTWARE AGRMT/IT LICENSES	-	-	5,000	-	5,000
8588	SUBSCRIPTIONS	535	215	-	200	240
8594	TRAINING/MEETINGS/SCHOOL	2,601	3,171	4,300	-	4,300
8595	MEALS FOR CITY EMPLOYEES	81	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	1,143,810	1,427,711	2,019,550	1,373,250	2,280,990
9911	TRANSFER OUT - POB	-	-	-	-	21,486
TOTAL OTHER FINANCING USES 2						21,486
ACTI	VITY TOTAL	1,337,521	1,632,420	2,227,033	1,578,524	2,500,123

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
611000 WORKERS COMP SELF INSUR						
8350	MEDICAL & PSYCH SERVICES	-	66,313	100,000	100,000	100,000
8395	OTHER PROF/TECH SERVICES	-	35,159	100,000	100,000	200,000
8515	GEN LIAB/WCOMP INSUR PREI	-	929,226	1,014,000	916,000	1,207,000
8525	CLAIMS/SETTLEMENTS	-	-	1,486,000	-	-
TOTAL	MAT'L, SVC & SUPPLIES	-	1,030,698	2,700,000	1,116,000	1,507,000
ACTIVITY TOTAL			1,030,698	2,700,000	1,116,000	1,507,000

# OFFICE OF THE CITY ATTORNEY FY 2021-22



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

#### **CITY ATTORNEY**

#### **Mission Statement:**

The City Attorney's office is dedicated to providing reliable and timely legal guidance and support to the City's elected officials and appointed officers, all City departments, and appointed boards and commissions, in the conduct of City business in order to improve our community and avoid unnecessary litigation that could strain the City's resources. The department represents the City in both civil and criminal matters, including the prosecution of violations of the El Cajon Municipal Code ("ECMC"), before all state and federal courts and administrative bodies.

#### **Description:**

The City Attorney's primary function is to advise the elected officials, appointed officers and employees of the City of El Cajon; to draft ordinances, resolutions, contracts and other documents; and to represent the City in all legal matters.

#### Goals:

The City Attorney's office will continue to serve in the role of legal advisor to the City of El Cajon, the City of El Cajon as Successor Agency to the El Cajon Redevelopment Agency, and the El Cajon Housing Authority, with tasks including drafting and reviewing agreements, amendments, ordinances, and resolutions; providing formal, informal, written, and verbal opinions and advice on specific and general legal issues; representing the City in various litigation and claims against the City of El Cajon; and representing the City and the Successor Agency in administrative actions following the dissolution of the Redevelopment Agency.

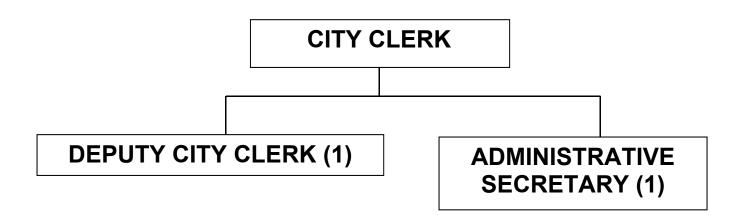
The City Attorney, an Assistant City Attorney, or the Staff Attorney, will attend all City Council meetings, and all meetings of the City's Planning Commission and Personnel Commission as required. The City Attorney and his staff will work closely with the City Council and City staff to address pressing legal issues; develop innovative methods to resolve community problems through legislation and code enforcement; address potential conflicts of interest; and provide timely responses to Public Records Act requests and subpoenas, all as deemed necessary and appropriate by the City Council, and with the intent to avoid unnecessary litigation, or the exposure to litigation.



CITY ATTORNEY					
BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
City Attorney - 106000 GENERAL FUND TOTAL	583,176 583,176	613,898 613,898	800,079 800,079	752,046 752,046	822,549 822,549
CITY ATTORNEY					
	DETAIL O	F PERSONNEL SE	RVICES		
JOB CLASSIFICATIO	DN	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-21 ACTUAL	2021-2022 ADOPTED
City Attorney Executive Assistant to the City Atty Gen	eral Fund Total	1.00 1.00 <b>2.00</b>	1.00 1.00 <b>2.00</b>	1.00 1.00 2.00	1.00 1.00 <b>2.0</b> 0
CITY ATTORNEY					
GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
WITNESS FEES - 5015 CITATIONS - 5512 PENALTIES - 5514	562 3,800 -	- 1,000 -	- - -	- - -	- - -
MISC REIMBURSEMENT - 6520 GENERAL FUND TOTAL	4,362	405 1,405	-	-	-
CITY ATTORNEY					
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	377,950	403,034	422,121	426,617	413,700
MAT'L, SVC & SUPPLIES	205,226	210,864	377,958	325,429	362,359
CAP OUTLAY/TRANSFERS	-	-	-	-	46,490

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
10600	0		<u> </u>		CIT	Y ATTORNEY
7110	SALARIES	223,939	234,346	241,607	244,857	251,842
7130	VACATION/SICK CONVERSION:	-	-	-	-	10,074
7309	PERS-UAL (EMPLOYER)	-	-	100,716	100,716	66,755
7310	PERS-NORMAL (EMPLOYER)	106,875	120,968	29,819	30,220	30,977
7311	OTHER RETIREMENT BENEFIT	6,033	5,879	6,000	5,856	6,000
7312	POST RETIREMENT BENEFITS	7,395	4,875	4,239	4,239	4,692
7315	MEDICARE TAX	3,258	3,333	4,107	3,522	4,281
7325	CAFETERIA	27,214	26,886	29,400	30,608	30,000
7335	WORKERS COMPENSATION	1,631	1,598	1,080	1,080	3,853
7340	LIFE INSURANCE	617	594	562	668	585
7345	LTD INSURANCE	682	660	679	744	714
7350	STD INSURANCE	306	295	312	333	327
7355	CAR ALLOWANCE	-	3,600	3,600	3,774	3,600
TOTAL	SALARY & BENEFITS	377,950	403,034	422,121	426,617	413,700
8150	OFFICE SUPPLIES	14	23	-	-	-
8345	LEGAL SERVICES	150,661	151,854	325,391	275,000	323,000
8355	RECORDS MANAGEMENT	865	1,024	1,080	1,242	1,320
8505	IT SERVICES	19,724	19,499	12,622	12,622	19,616
8515	GEN LIAB/WCOMP INSUR PREI	10,730	21,614	20,889	20,889	-
8516	PROPERTY INS CHG/PREMIUN	1,355	1,355	1,471	1,471	2,723
8532	COPIER RENT/MAINTENANCE	284	957	720	720	-
8570	PRINTING AND BINDING	-	83	135	135	50
8588	SUBSCRIPTIONS	18,407	13,118	12,350	12,350	12,350
8594	TRAINING/MEETINGS/SCHOOL	3,125	1,275	3,000	1,000	3,000
8595	MEALS FOR CITY EMPLOYEES	62	62	300	-	300
TOTAL	MAT'L, SVC & SUPPLIES	205,226	210,864	377,958	325,429	362,359
9911	TRANSFER OUT - POB	-	-	-	-	46,490
TOTAL	OTHER FINANCING USES	-	-	-	-	46,490
ACTI	VITY TOTAL	583,176	613,898	800,079	752,046	822,549

# OFFICE OF THE CITY CLERK FY 2021-2022



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

#### **CITY CLERK AND ELECTIONS**

#### **Mission Statement:**

It is the mission of the City Clerk's Office to ensure citizens' trust in government by supporting the City's legislative process, providing courteous, prompt and efficient services to the public, City Council, City Departments and their Staff, and to execute mandated responsibilities in an efficient and effective manner, with a strong commitment toward producing accurate, quality and unbiased results. It is further our mission as custodian of records to safeguard all official documents, keep them organized and in filing systems to promote prompt accessibility.

#### **Description:**

The City Clerk administers democratic processes such as elections, access to city records, and all legislative actions, ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act.

In addition, the City Clerk is responsible for maintaining and protecting all vital, permanent and historic records, the City Clerk is responsible for the citywide records management program and coordinates the commissions' recruitment process. The City Clerk's office facilitates updates to the codification of the city's municipal code and acts as the Filing Officer for the Fair Political Practices Commission (FPPC) for Campaign Disclosure Statements, Statement of Economic Interest, and other required filings

#### Goals:

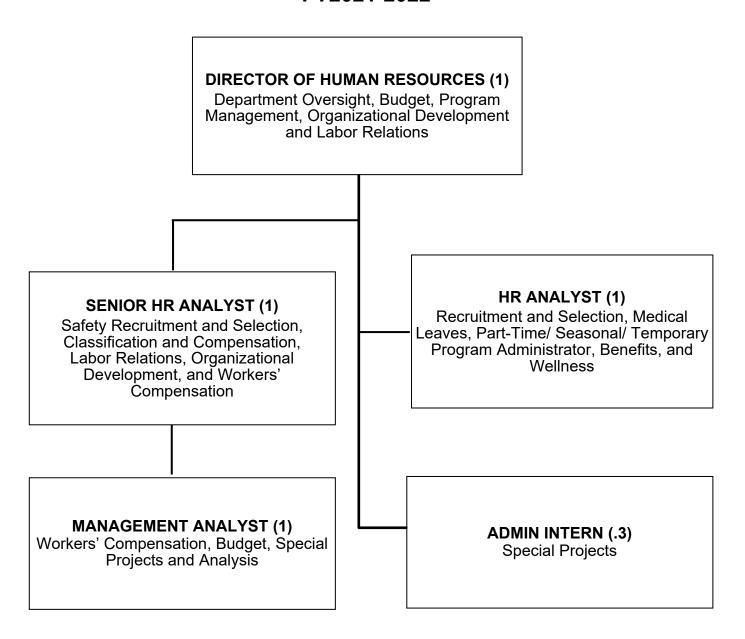
- Completely digitize the archive records of agreements and contracts.
- Implement e-filing of FPPC's statements.
- Coordinate and implement Records Management Software.



CITY CLERK AND ELECTIONS					
BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
City Clerk - 107000	447,152	481,794	621,114	630,612	613,013
GENERAL FUND TOTAL	447,152	481,794	621,114	630,612	613,013
CITY CLERK AND ELECTIONS					
	DETAIL O	F PERSONNEL SE	RVICES		
JOB CLASSIFICATIO	N	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED
Administrative Secretary		0.00	0.00	1.00	1.00
City Clerk		1.00	1.00	1.00	1.00
Deputy City Clerk		1.00	1.00	1.00	1.00
Secretary		1.00	1.00	0.00	0.00
Gene	eral Fund Total	3.00	3.00	3.00	3.00
CITY CLERK AND ELECTIONS					
			2020-2021		
GENERAL FUND	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
REVENUE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
PASSPORT PROCESSING - 5070	13,720	13,860	25,000	9,000	15,000
PSSPRT FEDEX/MAIL FEES-5071	48	· -	-	· -	· -
MISC REIMBURS - 6520	3,126	40	-	-	-
GENERAL FUND TOTAL	16,894	13,900	25,000	9,000	15,000
CITY CLERK AND ELECTIONS					
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	384,669	420,230	459,851	469,049	444,392
MAT'L, SVC & SUPPLIES	62,483	55,308	161,263	161,563	119,737
CAP OUTLAY/TRANSFERS	-	6,256	-	-	48,884
TOTAL	447,152	481,794	621,114	630,612	613,013

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
10700	•					D ELECTIONS
7110	SALARIES	219,978	241,337	252,035	261,579	264,807
7130	VACATION/SICK CONVERSION:	5,285	3,415	9,399	6,680	10,592
7309	PERS-UAL (EMPLOYER)	-	-	105,063	105,063	70,192
7310	PERS-NORMAL (EMPLOYER)	101,634	117,197	31,106	32,284	32,571
7312	POST RETIREMENT BENEFITS	11,092	7,313	6,359	6,359	7,038
7315	MEDICARE TAX	3,489	3,843	4,285	4,182	4,502
7325	CAFETERIA	39,721	40,329	45,000	45,913	45,900
7335	WORKERS COMPENSATION	1,552	1,586	1,127	1,127	3,226
7340	LIFE INSURANCE	697	707	700	821	727
7345	LTD INSURANCE	725	742	807	875	848
7350	STD INSURANCE	325	332	370	392	389
7355	CARALLOWANCE	171	3,429	3,600	3,774	3,600
TOTAL	SALARY & BENEFITS	384,669	420,230	459,851	469,049	444,392
8150	OFFICE SUPPLIES	1,735	2,148	3,000	3,000	3,000
8160	OPERATING SUPPLIES	990	1,058	1,400	1,400	1,400
8355	RECORDS MANAGEMENT	4,116	2,532	2,500	2,800	2,800
8395	OTHER PROF/TECH SERVICES	4,249	4,911	7,000	7,000	7,000
8505	IT SERVICES	27,369	22,841	18,933	18,933	27,330
8516	PROPERTY INS CHG/PREMIUN	2,032	2,032	2,207	2,207	4,084
8522	ADVERTISING	1,629	2,320	4,000	4,000	4,000
8532	COPIER RENT/MAINTENANCE	653	561	600	600	-
8535	ELECTION EXPENSES	15,654	246	61,000	61,000	10,000
8552	MEMBERSHIP, DUES & LICENS!	967	600	1,100	1,100	1,100
8560	PERMITS AND FEES	-	20	600	600	600
8568	POSTAGE AND SHIPPING	50	11,874	37,000	37,000	37,000
8570	PRINTING AND BINDING	-	878	-	-	-
8572	PROMOTIONS	-	-	1,000	1,000	500
8576	REPAIRS AND MAINTENANCE	180	125	400	400	400
8586	SFTWARE AGRMT/IT LICENSES	-	-	14,323	14,323	14,323
8594	TRAINING/MEETINGS/SCHOOL	2,728	3,082	6,000	6,000	6,000
8595	MEALS FOR CITY EMPLOYEES	133	81	200	200	200
TOTAL	MAT'L, SVC & SUPPLIES	62,483	55,309	161,263	161,563	119,737
9010	MINOR FURN&EQUIP <\$10,000	-	6,256	-	-	-
TOTAL	CAPITAL OUTLAY	-	6,256			
9911	TRANSFER OUT - POB	-	-	-	-	48,884
TOTAL	OTHER FINANCING USES	-			-	48,884
ACTI	VITY TOTAL	447,152	481,794	621,114	630,612	613,013

## DEPARTMENT OF HUMAN RESOURCES FY2021-2022



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

#### **HUMAN RESOURCES**

#### **Mission Statement:**

To attract, develop, engage, and support the best workforce to partner with and service the El Cajon community.

#### **Description:**

- El Cajon HR staff proactively administers programs and plans such as:
- Citywide Recruitment and Selection
- Employee Compensation and Classification Plan
- Employee Benefits Plan
- Employee/Employer Relations
- Organizational Development and Engagement
- Wellness and Workers' Compensation Program

#### Goals:

- Expand upon the City's Wellness Program to proactively meet employees' needs
- Update all Administrative Policies that fall within the control of Human Resources
- · Continue records storage reduction efforts in accordance with retention schedules



## **General Government and Support** Fiscal Year 2021 – 2022 Annual Budget

2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
735,776 735,776	773,248 773,248	848,382 848,382	818,166 818,166	1,012,907 1,012,907
	735,776	ACTUAL ACTUAL 735,776 773,248	2018-2019 2019-2020 AMENDED ACTUAL ACTUAL BUDGET 735,776 773,248 848,382	2018-2019 ACTUAL         2019-2020 ACTUAL         AMENDED BUDGET         2020-2021 EST. ACTUAL           735,776         773,248         848,382         818,166

#### **HUMAN RESOURCES**

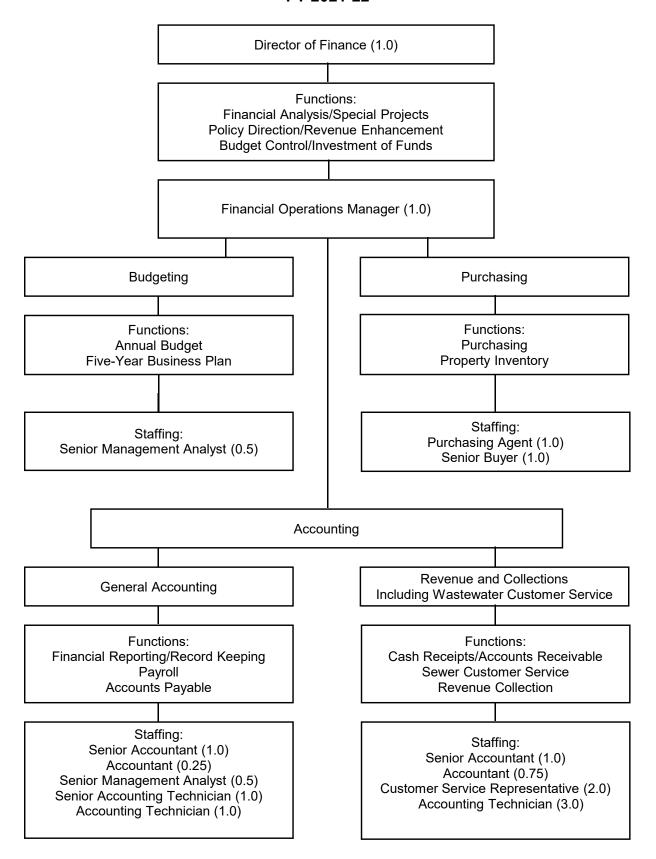
DETAIL OF PERSONNEL SERVICES									
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-21 ACTUAL	2021-2022 ADOPTED					
Administrative Analyst	0.00	1.00	0.00	0.00					
Administrative Secretary	1.00	0.00	0.00	0.00					
Deputy Director of Administrative Services	0.00	0.00	0.00	0.00					
Director of Human Resources	1.00	1.00	1.00	1.00					
Human Resources Analyst	3.00	1.00	1.00	1.00					
Management Analyst	0.00	0.75	0.75	0.75					
Principal Human Resources Analyst	0.00	0.00	0.00	0.00					
Public Information Officer	0.60	0.00	0.00	0.00					
Senior Human Resources Analyst	0.00	1.00	1.00	1.00					
General Fund Total	5.60	4.75	3.75	3.75					

#### HUMAN RESOURCES

GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	597,922	649,470	608,762	676,122	664,991
MAT'L, SVC & SUPPLIES	137,854	123,778	239,620	142,044	272,931
CAP OUTLAY/TRANSFERS	-	-	-	-	74,985
TOTAL	735,776	773,248	848,382	818,166	1,012,907

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
44000		Actual	Actual	Budgeted	Estimated	Adopted
11800		050 007				RESOURCES
7110	SALARIES	353,397	379,409	338,804	396,683	406,199
7130	VACATION/SICK CONVERSION:	-	2,822	11,830	7,937	16,248
7309	PERS-UAL (EMPLOYER)		-	141,234	141,234	107,670
7310	PERS-NORMAL (EMPLOYER)	159,487	184,333	41,815	49,204	49,963
7311	OTHER RETIREMENT BENEFIT	615	-	_	-	
7312	POST RETIREMENT BENEFITS	14,050	11,579	7,948	7,948	8,798
7315	MEDICARE TAX	5,556	5,984	5,760	6,255	6,905
7325	CAFETERIA	58,514	55,004	50,423	57,601	57,375
7335	WORKERS COMPENSATION	2,469	2,637	1,515	1,515	4,444
7336	UNEMPLOYMENT INSURANCE	(628)	-	-	-	-
7340	LIFE INSURANCE	1,132	1,319	1,142	1,491	1,330
7345	LTD INSURANCE	1,214	1,487	1,406	1,713	1,686
7350	STD INSURANCE	543	666	645	767	773
7355	CARALLOWANCE	171	3,429	3,240	3,774	3,600
7395	TUITION REIMBURSEMENTS	1,402	801	3,000	-	-
TOTAL	SALARY & BENEFITS	597,922	649,470	608,762	676,122	664,991
8120	AWARDS AND PRESENTATION:	2,008	14,693	15,600	14,400	13,400
8150	OFFICE SUPPLIES	1,134	1,910	1,420	1,400	1,430
8160	OPERATING SUPPLIES	886	2,092	3,850	2,000	3,850
8320	COMMISSIONERS FEES	150	150	1,000	300	2,000
8345	LEGAL SERVICES	19,922	11,680	50,000	10,000	50,000
8350	MEDICAL & PSYCH SERVICES	70,239	52,483	69,152	40,500	69,152
8355	RECORDS MANAGEMENT	2,985	2,575	3,200	3,600	3,200
8395	OTHER PROF/TECH SERVICES	21,761	24,611	32,250	20,000	62,250
8505	IT SERVICES	-	-	28,016	28,016	29,973
8516	PROPERTY INS CHG/PREMIUN	2,980	2,980	3,237	3,237	5,446
8522	ADVERTISING	1,428	131	1,000	650	1,000
8532	COPIER RENT/MAINTENANCE	416	388	300	300	-
8552	MEMBERSHIP, DUES & LICENSE	350	1,220	1,700	370	1,700
8568	POSTAGE AND SHIPPING	-	22	-	-	-
8570	PRINTING AND BINDING	-	-	25	37	-
8578	SAFETY COMMITTEE	-	-	1,000	-	1,000
8586	SFTWARE AGRMT/IT LICENSES	-	384	-	384	-
8588	SUBSCRIPTIONS	175	211	200	850	1,080
8594	TRAINING/MEETINGS/SCHOOL	13,125	7,541	26,650	16,000	26,650
8595	MEALS FOR CITY EMPLOYEES	294	707	1,020	-	800
TOTAL	MAT'L, SVC & SUPPLIES	137,854	123,777	239,620	142,044	272,931
9911	TRANSFER OUT - POB	-	-	-	-	74,985
TOTAL	OTHER FINANCING USES		-	-	-	74,985
ACTI	VITY TOTAL	735,776	773,248	848,382	818,166	1,012,907

#### FINANCE DEPARTMENT FY 2021-22



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

#### **FINANCE DEPARTMENT**

#### **Mission Statement:**

The mission of the Finance Department is to provide financial services that are accurate, timely, and reliable that result in sound financial management; to maintain controls necessary to ensure financial compliance with City, County, State, and Federal regulations and policies; to maximize revenue collections; to safeguard City assets; to adhere to legal, moral, ethical and professional standards of conduct; and to provide a work environment that is professionally challenging and rewarding.

#### **Description:**

The Finance Department maintains financial records of the City, Successor Agency to the El Cajon Redevelopment Agency, El Cajon Housing Authority, El Cajon Public Finance Authority, Heartland Communications Facility Authority, and Heartland Fire Training Authority. Responsibilities include financial planning and reporting, cash management, purchasing, budgeting, payroll, payables, receivables, collections, accounting, fixed asset and inventory tracking, investment, debt, and coordination of all audits.

#### Goals:

- Financial Reporting
  - Prepare the annual financial reports for FY 2020-21 in accordance with standards necessary to achieve the GFOA financial reporting awards, and present to the appropriate governing council, commissions, or boards.
  - Prepare and present annual financial statements and audit findings for FY 2020-21 to the Public Safety Facility Financing Oversight Committee and Oversight Board for the Successor Agency to the El Cajon Redevelopment Agency.
- Budgeting
  - o Continue comprehensive financial planning by preparing mid-year and five-year business plan for presentation to Council prior to preparation of the annual budget.
  - Prepare the FY 2022-23 annual budget to enable the City Council to review and adopt prior to July 1, 2022. Prepare the budget in compliance with standards necessary to achieve the CSMFO Excellence in Budgeting Award.
- Purchasing
  - Procure goods and services without bias, seeking to obtain the maximum value to the City.
  - Utilize and encourage the use of online and other electronic purchasing processes.
- Maximize investment of cash balances in accordance with the City's investment policy and obtain a
  prudent return on investments while maintaining liquidity and safe investments.
- Implement replacement of the City's aging financial management system.

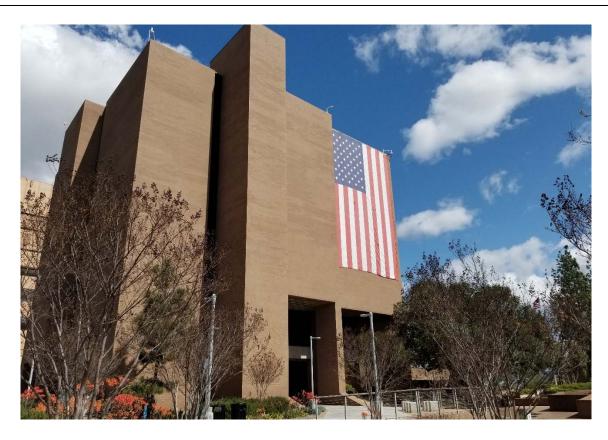


## **General Government and Support** Fiscal Year 2021 – 2022 Annual Budget

FINANCE DEPARTMENT					
BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Finance Department - 114000	1,966,458	2,244,628	2,047,810	2,276,404	2,197,608
Other Fin Uses - 190000	5,350,000	750,000	6,235,000	6,235,000	1,000,000
GENERAL FUND TOTAL	7,316,458	2,994,628	8,282,810	8,511,404	3,197,608

#### FINANCE DEPARTMENT

DETAIL OF PERSONNEL SERVICES									
JOB CLASSIFICATION	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 ACTUAL	2021-2022 ADOPTED					
Accountant	0.75	0.75	1.00	1.00					
Accounting Technician	3.70	4.90	3.45	3.50					
Customer Service Representative	1.20	1.00	1.00	1.00					
Director of Finance	1.00	1.00	1.00	1.00					
Financial Operations Manager	1.00	1.00	0.90	0.80					
Purchasing Agent	1.00	1.00	1.00	1.00					
Senior Accountant	1.90	1.90	1.70	1.70					
Senior Accounting Technician	0.00	0.00	1.00	1.00					
Senior Buyer	1.00	1.00	1.00	1.00					
Senior Management Analyst	1.00	1.00	1.00	1.00					
General Fund Total	12.55	13.55	13.05	13.00					



FINANCE DEPARTMENT					
GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALES TAX - 4010	26,661,281	25,918,307	23,284,420	25,117,883	28,245,985
SALES TAX - 4010 SALES TAX - PROP J - 4011	10,394,398	9,990,361	9,451,167	9,790,004	10,943,138
PROP TAX - 4021	, ,	, ,	, ,	, ,	, ,
PROP TAX - 4021	8,813,402	9,151,343	9,914,017	9,757,671	10,294,343
PROP TAX - VLF - 4026	9,359,840	9,879,889	10,439,695	10,440,519	11,014,748
	1,661,306	1,451,799	1,285,000	1,500,000	1,500,000
FRANCHISES - 4030 TANS OCCU TAX - 4040	5,511,422	5,947,736	6,335,994	6,178,227	6,553,000
	2,116,816	1,794,920	1,841,733	1,798,041	2,353,000
BUS LICENSE TAX - 4050	843,422	818,288	798,619	821,076	827,206
PROP TRANS TAX - 4060	312,876	481,018	400,000	412,730	422,444
MOTOR VEH - 4612	50,668	83,545	50,000	50,000	66,750
STATE GRANTS - 4632	7,500		-	-	-
LICENSE INVEST - 5044	2,850	2,195	-	1,345	1,000
INTERFUND REIMB - 5078	1,977,115	1,772,864	1,720,466	1,720,466	1,763,480
ST APP FEE - 5090	2	-	-	-	-
INTRST INCOME - EARNED - 5310	870,417	1,199,640	400,000	800,000	800,000
INT. INC/UNRLZD G&L- 5330&5350	1,164,146	1,246,302	-	-	=
SALE OF PROP - 6050	13,501	2,681	-	833	-
SALE OF ITEMS - 6060	2,335	365	·	<b>-</b>	
RENTAL INCOME - 6070	737,401	1,163,984	1,644,845	1,081,992	1,494,300
OTHER CONTRIBUTIONS - 6090	320	2,242	-	-	-
MISC REIMB - 6520 & 6091	51,188	162,294	50,000	50,000	100,000
COST REIMB SA - 6531	15,280	15,993	20,000	20,000	20,000
MISC INJURY REIMB - 6540	212,666	204,749	150,000	34,564	150,000
LOAN PROCEEDS - 6990	-				
GENERAL FUND TOTAL	70,780,152	71,290,515	67,785,956	69,575,351	76,549,394
FINANCE DEPARTMENT					
			2020-2021		
GENERAL FUND	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
SALARIES & BENEFITS	1,629,244	1,873,585	3,715,870	3,937,834	1,642,711
MAT'L, SVC & SUPPLIES	332,171	371,043	331,940	338,570	377,831
CAP OUTLAY/TRANSFERS	5,355,043	750,000	4,235,000	4,235,000	1,177,066
TOTAL	7,316,458	2,994,628	8,282,810	8,511,404	3,197,608
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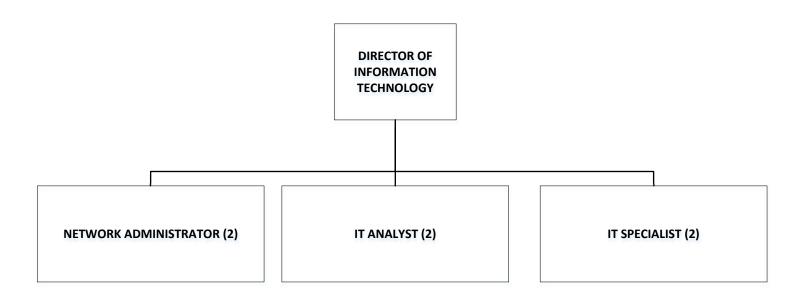
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
11400	0				•	FINANCE
7110	SALARIES	949,721	1,093,806	943,148	1,080,570	975,487
7120	OVERTIME	25	224	-	-	-
7130	VACATION/SICK CONVERSION	6,831	18,793	34,812	84,032	38,367
7309	PERS-UAL (EMPLOYER)	-	-	393,161	393,161	254,248
7310	PERS-NORMAL (EMPLOYER)	433,341	508,762	116,403	131,763	117,979
7311	OTHER RETIREMENT BENEFIT	902	106	-	-	1,223
7312	POST RETIREMENT BENEFITS	46,401	33,029	27,660	27,660	29,325
7315	MEDICARE TAX	15,298	17,762	16,034	18,282	16,583
7325	CAFETERIA	162,960	180,452	166,847	184,821	188,955
7335	WORKERS COMPENSATION	5,797	6,727	4,216	4,216	6,860
7340	LIFE INSURANCE	2,648	2,891	2,454	3,190	2,425
7345 7350	LTD INSURANCE STD INSURANCE	2,700	2,959	2,670	3,360	2,632
7355	CAR ALLOWANCE	1,209 171	1,325 3,429	1,225 3,240	1,505 3,774	1,207 3,420
7395	TUITION REIMBURSEMENTS	1,240	3,429	4,000	1,500	4,000
TOTAL	SALARY & BENEFITS	1,629,244	1,873,585	1,715,870	1,937,834	1,642,711
8120	AWARDS AND PRESENTATION	1,023,244	760	1,713,070	1,557,054	1,042,711
8150	OFFICE SUPPLIES	9,485	6,080	6,000	5.000	6,000
8310	ACCOUNTING & AUDITING SVC	46,820	37,903	33,000	35,000	33,000
8355	RECORDS MANAGEMENT	3,923	6,513	3,800	2,434	3,800
8395	OTHER PROF/TECH SERVICES	62,340	81,550	61,500	78,000	82,500
8505	IT SERVICES	111,245	122,173	99,582	99,588	117,033
8515	GEN LIAB/WCOMP INSUR PREI	498	19,782	27,045	27,048	26,472
8516	PROPERTY INS CHG/PREMIUN	7,078	7,078	7,688	7,692	17,698
8522	ADVERTISING	447	13	450	442	450
8524	BANK CHARGES AND FEES	61,500	70,919	67,000	60,000	67,000
8532	COPIER RENT/MAINTENANCE	610	1,593	2,000	1,866	-
8552	MEMBERSHIP, DUES & LICENS!	900	1,325	1,080	2,716	1,080
8560	PERMITS AND FEES	-	0	-	-	-
8568	POSTAGE AND SHIPPING	6,370	4,000	5,250	3,200	5,250
8570	PRINTING AND BINDING	5,089	3,358	6,964	5,221	6,967
8573	PROPERTY TAX ASSESSMENT	1,368	1,342	1,400	1,562	1,400
8576	REPAIRS AND MAINTENANCE	125	195	125	200	125
8584	SERVICE/MAINT CONTRACTS	7,092	4,543	4,000	4,000	4,000
8588	SUBSCRIPTIONS	352	880	881	1,068	881
8594	TRAINING/MEETINGS/SCHOOL	6,575	1,035	3,875	3,533	3,875
8595 TOTAL	MEALS FOR CITY EMPLOYEES	353		300	-	300
TOTAL	,	332,171	371,043	331,940	338,570	377,831
9010	MINOR FURN&EQUIP <\$10,000	5,043	-	-	-	-
	CAPITAL OUTLAY	5,043	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	177,066
	OTHER FINANCING USES	-	•	-	-	177,066
ACTI	VITY TOTAL	1,966,458	2,244,628	2,047,810	2,276,404	2,197,608

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
19000	0				OTHER FINA	ANCING USES
7311	OTHER RETIREMENT BENEFIT	-	-	2,000,000	2,000,000	-
TOTAL	SALARY & BENEFITS	-	-	2,000,000	2,000,000	-
9910	TRANSFER OUT	5,350,000	750,000	4,235,000	4,235,000	1,000,000
TOTAL	OTHER FINANCING USES	5,350,000	750,000	4,235,000	4,235,000	1,000,000
ACTI	VITY TOTAL	5,350,000	750,000	6,235,000	6,235,000	1,000,000



### **INFORMATION TECHNOLOGY**

### FY 2021-2022



### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

#### INFORMATION TECHNOLOGY

#### **Mission Statement:**

The Information Technology (IT) Department helps City of El Cajon employees implement technology, enabling the staff to better serve the City of El Cajon.

#### **Description:**

In today's day and age, technology is a part of every person's life. For City workers, technology is used in City offices to issue permits, enroll students in recreation classes, and process payments. Technology helps dispatchers take emergency calls and send police and fire to calls for service. Public works uses technology to survey properties, optimize traffic lights, monitor sewer lines, and track requests for repairs submitted by our citizens.

The Information Technology Department provides citywide technology services, solutions, and support to all departments within the City. The IT Department is responsible for managing hardware, software, and ancillary equipment for all City departments throughout the City's nine locations. Department staff also act as technical project managers and subject matter experts for city technology initiatives.

#### Goals:

- Implement Phase 1 of Enterprise Resource Planning software
- Ensure that information security is maintained and prioritized for all new technology initiatives.
- Continue to improve capabilities and services for staff working in the field and at satellite locations.
- Strive, where practical, to reduce costs while improving the value of IT services.
- In an effort to continually look for new technology solutions, issue our first Requests for Innovation.

#### INFORMATION TECHNOLOGY

BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Citywide IT Services - 615110	2,869,439	2,533,818	3,723,775	2,962,751	2,798,374
Police IT Services - 615280	992,065	827,244	582,850	595,257	615,900
Fire IT Services - 615290	95,705	77,437	89,300	75,129	91,100
Wastewater IT Services - 615300	17,431	35,545	119,400	117,432	296,405
Gas Tax IT Services - 615310	13,156	20,975	19,700	18,558	15,700
IT SERVICES FUND TOTAL	3,987,796	3,495,019	4,535,025	3,769,127	3,817,479

#### INFORMATION TECHNOLOGY

DETAIL OF PERSONNEL SERVICES								
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED				
Administrative Secretary	0.10	0.00	0.00	0.00				
Information Technology Analyst	0.00	0.00	2.00	1.00				
Information Technology Director	1.00	1.00	1.00	1.00				
Information Technology Specialist	0.00	0.00	2.00	3.00				
Information Technology Technician	4.00	4.00	0.00	0.00				
Network Administrator	3.00	3.00	2.00	2.00				
IT Services Fund Total	8.10	8.00	7.00	7.00				

7120 C 7130 V 7140 F	Account Title  SALARIES  OVERTIME	Actual	Actual	Budgeted	Estimated	Adopted
7110 S 7120 C 7130 V 7140 F	SALARIES	C07 C70				3 tale p 10 a
7120 C 7130 V 7140 F		CO7 C70			CITYWIDE	IT SERVICES
7130 V 7140 F	OVERTIME	687,670	617,346	648,085	595,576	685,397
7140 F		400	1,172	-	-	-
	VACATION/SICK CONVERSION:	14,740	17,817	22,293	26,256	26,764
F	FURLOUGH	(221)	-	-	-	-
7309 F	PERS-UAL (EMPLOYER)	-	-	270,161	270,161	177,354
7310 F	PERS-NORMAL (EMPLOYER)	317,718	348,144	79,987	72,896	82,298
7311	OTHER RETIREMENT BENEFIT	-	-	-	-	1,223
7312 F	POST RETIREMENT BENEFITS	30,872	19,501	14,837	14,837	16,422
7315 N	MEDICARE TAX	10,656	9,791	11,017	9,648	11,652
7325	CAFETERIA	110,210	89,843	102,900	91,509	107,100
7335 V	WORKERS COMPENSATION	4,875	4,773	2,897	2,897	5,819
7340 L	LIFE INSURANCE	1,791	1,525	1,414	1,590	1,453
7345 L	TD INSURANCE	1,819	1,581	2,147	1,681	1,615
7350 S	STD INSURANCE	815	708	985	753	741
7355	CAR ALLOWANCE	171	3,429	3,600	3,774	3,600
TOTAL	SALARY & BENEFITS	1,181,517	1,115,630	1,160,323	1,091,578	1,121,438
8150 C	OFFICE SUPPLIES	710	124	500	500	500
8155 ľ	T SUPPLIES	12,775	12,531	11,000	10,000	11,000
8160 C	OPERATING SUPPLIES	44	-	-	-	-
8330 E	DATA PROCESSING	138,758	189,551	264,750	268,672	290,500
8363 5	SYSTEM / COMPUTER ANALYS	11,192	20,067	23,000	13,082	24,100
8510 C	OVERHEAD REIMBURSEMENT	162,432	143,262	145,512	145,512	149,150
8511 F	FLEET/EQUIP REIMBURSEMEN	895	263	1,090	1,090	1,671
8528 C	COMMUNICATIONS	290,469	321,363	332,350	345,532	352,350
8532	COPIER RENT/MAINTENANCE	-	117	150	2,000	25,000
8552 N	MEMBERSHIP, DUES & LICENSE	260	260	300	160	300
8568 F	POSTAGE AND SHIPPING	-	369	200	100	200
8576 F	REPAIRS AND MAINTENANCE	-	7,362	50,000	34,000	50,000
8577 ľ	T REPAIRS & MAINT	112,683	111,994	96,500	118,801	96,500
8586 5	SFTWARE AGRMT/IT LICENSES	389,241	280,125	318,500	301,343	324,500
8594 T	TRAINING/MEETINGS/SCHOOL	7,816	10,140	21,000	5,000	21,000
8595 N	MEALS FOR CITY EMPLOYEES	267	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	1,127,543	1,097,528	1,264,852	1,245,792	1,346,771
9020 N	MINOR COMPUTERS <\$10,000	529,285	188,749	100,000	375,211	206,650
9030 5	SOFTWARE > \$10,000	31,094	153,340	1,198,600	250,170	-
TOTAL (	CAPITAL OUTLAY	560,380	342,088	1,298,600	625,381	206,650
9911 T	TRANSFER OUT - POB	-	-	-	-	123,515
TOTAL C	OTHER FINANCING USES			-		123,515
	ITY TOTAL	2,869,439	2,555,247	3,723,775	2,962,751	2,798,374

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
61528	0				POLICE IT SEF	RVICES ONLY
8330	DATA PROCESSING	102,727	107,219	88,750	82,768	110,800
8363	SYSTEM / COMPUTER ANALYS	11,329	28,798	16,500	73,233	23,500
8528	COMMUNICATIONS	303,650	305,177	305,600	305,847	306,600
8577	IT REPAIRS & MAINT	601	947	-	-	-
8586	SFTWARE AGRMT/IT LICENSES	130,340	124,004	172,000	133,409	172,000
TOTAL	MAT'L, SVC & SUPPLIES	548,646	566,145	582,850	595,257	612,900
9020	MINOR COMPUTERS <\$10,000	443,419	140,539	-	-	-
9030	SOFTWARE > \$10,000	-	120,560	-	-	-
TOTAL	CAPITAL OUTLAY	443,419	261,099	-	-	-
ACTI	VITY TOTAL	992,065	827,244	582,850	595,257	612,900
Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
61529	0				FIRE IT SEF	RVICES ONLY
8330	DATA PROCESSING	30,511	23,315	25,100	24,003	28,500
8528	COMMUNICATIONS	26,004	27,917	29,400	28,351	31,100
TOTAL	MAT'L, SVC & SUPPLIES	56,515	51,232	54,500	52,354	59,600
9020	MINOR COMPUTERS <\$10,000	39,190	26,205	34,800	22,775	31,500
TOTAL	CAPITAL OUTLAY	39,190	26,205	34,800	22,775	31,500
ACTI	VITY TOTAL	95,705	77,437	89,300	75,129	91,100
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
61530	0			WAS	TEWATR IT SE	RVICE ONLY
8330	DATA PROCESSING	2,583	2,233	71,200	71,200	74,900
8363	SYSTEM / COMPUTER ANALYS	-	24,998	25,000	30,000	25,000
8528	COMMUNICATIONS	5,814	5,814	6,000	5,814	6,000
8577	IT REPAIRS & MAINT	-	-	5,000	-	5,000
8586	SFTWARE AGRMT/IT LICENSES	2,500	2,500	2,700	2,500	2,700
TOTAL	MAT'L, SVC & SUPPLIES	10,897	35,545	109,900	109,514	113,600
9020	MINOR COMPUTERS <\$10,000	4,909	-	9,500	7,918	28,000
9030	SOFTWARE > \$10,000	1,624	-	-	-	154,805
TOTAL	CAPITAL OUTLAY	6,533	-	9,500	7,918	182,805
ACTI	VITY TOTAL	17,431	35,545	119,400	117,432	296,405
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
61531	0			G	AS TAX IT SEF	<b>RVICES ONLY</b>
8330	DATA PROCESSING	6,083	5,734	5,700	5,700	5,700
	COMMUNICATIONS	5,814	6,564	6,000	5,814	6,000
8577	IT REPAIRS & MAINT	1,259	2,723	4,000	3,144	4,000
TOTAL	MAT'L, SVC & SUPPLIES	13,156	15,021	15,700	14,658	15,700
9020	MINOR COMPUTERS <\$10,000	-	-	1,500	-	-
9030	SOFTWARE > \$10,000	-	5,954	2,500	3,900	-
TOTAL	CAPITAL OUTLAY		5,954	4,000	3,900	-
ACTI	VITY TOTAL	13,156	20,975	19,700	18,558	15,700

### **General Government and Support**

Fiscal Year 2021 - 2022 Annual Budget

ACTIVITY: POST-EMPLOYMENT BENEFITS ACTIVITY NO: 620000

#### **Description:**

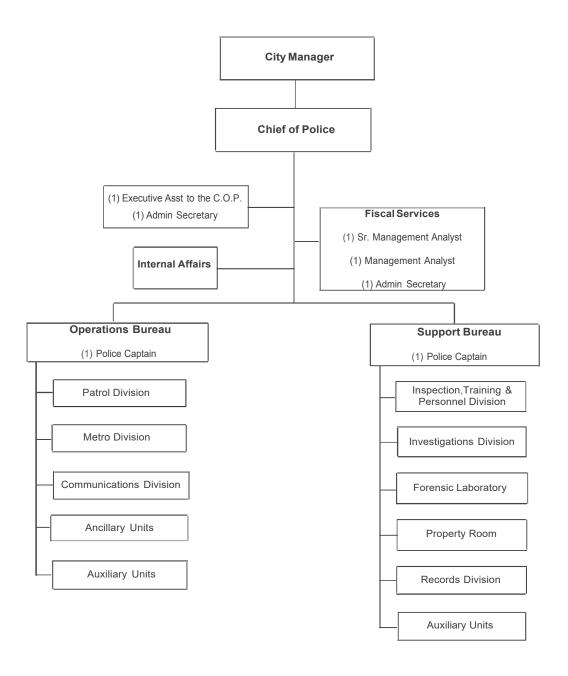
In 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45 which addressed how public employers should account for and report their costs and obligations related to post-employment health insurance and other non-pension benefits. Collectively, these benefits are commonly referred to as "Other Post-Employment Benefits," or OPEB. Post-employment benefits are payments made directly to former employees, or their beneficiaries, as compensation for services rendered while they were still active employees. In essence, post-employment benefits are another form of employee compensation, like salaries and wages, except that employees do not enjoy the benefit until sometime after they have completed their active service; they receive it in the form of deferred compensation. In basic terms, GASB Statement No. 45 requires that public employers account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as public employers currently account for and report pension obligations.

The Other-Post Employment Benefits Fund was established as an Internal Service Fund in order to accumulate resources to pay other post-employment benefits negotiated in the various Employee Memorandum of Understanding (MOU) Agreements. All City operating funds contribute for the purpose of paying the current health insurance payments to qualified retirees (pay-as-you-go) and the pre-funding of employee post-employment medical insurance benefits (GASB 45).

Another negotiated benefit paid from this fund provides employees, upon retirement, the opportunity to use a portion of their unused sick leave to offset retiree health insurance premiums.

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
62000	0			POS	T EMPLOYME	NT BENEFITS
7130	VACATION/SICK CONVERSION	259,044	252,567	325,000	473,626	325,000
7310	PERS-NORMAL (EMPLOYER)	13,654	14,421	16,000	-	20,000
7311	OTHER RETIREMENT BENEFIT	156,243	155,999	225,000	158,088	175,000
7312	POST RETIREMENT BENEFITS	974,032	528,729	554,106	554,106	560,000
7315	MEDICARE TAX	3,537	3,662	4,800	6,868	6,000
TOTAL	SALARY & BENEFITS	1,406,509	955,378	1,124,906	1,192,688	1,086,000
8395	OTHER PROF/TECH SERVICES	5,500	8,000	10,000	-	10,000
TOTAL	MAT'L, SVC & SUPPLIES	5,500	8,000	10,000	-	10,000
ACTI	VITY TOTAL	1,412,009	963,378	1,134,906	1,192,688	1,096,000

### POLICE DEPARTMENT Fiscal Year 2021-2022





### **Police Department**

Fiscal Year 2021 - 2022 Annual Budget



#### POLICE DEPARTMENT

#### **Mission Statement:**

Committed to a Safe and Secure Community through Service, Mutual Cooperation, and Respect.

#### **Description:**

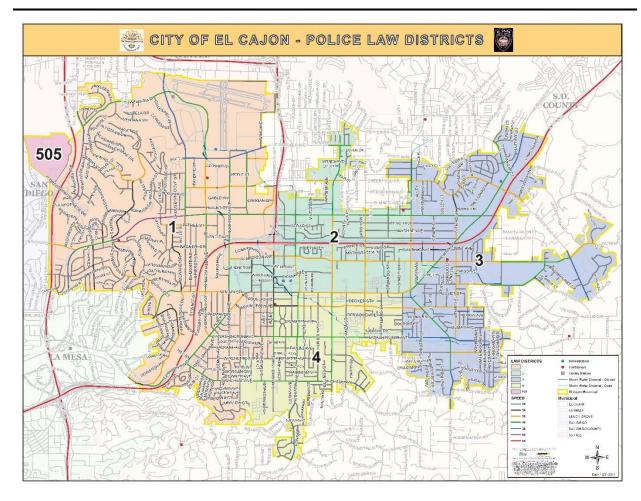
The El Cajon Police Department is responsible for public safety, law enforcement, crime prevention and criminal investigations in the City of El Cajon. The Department is organized into three over-arching groups: Operations, Support and Administrative & Fiscal Services. Operations is responsible for Patrol, Communications, Special Enforcement, Ancillary Units and some Auxiliary Units. Support includes Inspection, Training and Personnel, Investigations, Records, Laboratory, Property Room and some Auxiliary Units. The Fiscal Services Division prepares and administers the Department's \$40M police budget. This unit is also responsible for all of the purchasing, accounts payable, payroll and administration of over \$1 million in grant funding for the department. The Police Department continues to expand its community outreach and partnership efforts, understanding the concepts of 21st Century Policing and that quality community/police networking improves our policing abilities. The Department maximizes opportunities to partner with allied agencies through task forces and enforcement collaboration to address regional crime issues.

The Patrol Division is the most visible unit in the police department, and is responsible for emergency and non-emergency response to calls for service (CFS) from the public in order to bring prompt resolution to community needs. The Patrol Division is tasked with developing and implementing policing and effective crime suppression strategies and is committed to maintaining minimum staffing levels in order to provide reasonable response times to calls for service There are 4 areas of command referred to as Districts. The Districts mirror the City of El Cajon's voting districts which were enacted in 2018. Each District is led by a Watch Commander who is responsible for all law enforcement efforts in his/her District. These Watch Commanders assist stakeholders in the development and coordination of crime prevention strategies.

The Metro Division is comprised of the Special Operations Unit (SOU), the Special Enforcement Unit (SEU) and the Traffic Unit. SEU personnel are trained to identify current crime trends and community problems. Through technology, community cooperation, and creative problem solving, SEU focuses on the most relevant issues facing our local neighborhoods. Emerging crime trends and problematic nuisance crimes require frequent communication with local residents and businesses, as well as the flexibility, and resources to problem solve. SEU organizes the Crime Free Multi-Housing and Crime Free Hotel/Motel programs. SEU will provide relief to Patrol units while tackling areas of concern to the public such as street narcotics, graffiti, and nuisance crimes. SEU also provides two Park Rangers to patrol the City's numerous recreational parks. SOU provides school resource officers for each of the high schools in the city. The Traffic Unit is responsible for traffic enforcement and accident investigations, as well as coordinating the police department's participation in a growing number of community events.

### **Police Department**

Fiscal Year 2021 - 2022 Annual Budget



The Investigations Division is comprised of five (5) units which are responsible for follow-up investigations on reported crimes, narcotic/vice activity and the analyzing, predicting and prevention of criminal activity. Crimes of Violence (COV) and Family Protection Unit (FPU) are currently combined and are responsible for investigating violent crimes, which includes homicide, kidnapping and assault with a deadly weapon. The Crimes Against Property (CAP) Unit investigates all property related crimes, which includes different types of theft, fraud/forgery, and elder abuse cases related to theft. The Special Investigations Unit (SIU) is responsible for narcotics, vice, gang and fugitive investigations. Our Department's representative for the Joint Terrorism Task Force is assigned to SIU. SIU is also responsible for conducting surveillance and sensitive investigations. The Crime Analysis Unit (CAU) is responsible for statistical analysis, studies and research projects related to crime activity within the city. Additionally, Investigations Division has one detective assigned to the County Narcotic Task Force (NTF).

The Records Division provides customer service to the general public, other law enforcement agencies and internal staff by processing and maintaining all Department police records, including data entry into automated regional, state, and federal law enforcement systems. The Division strives to ensure the highest quality of internal and external satisfaction through quality customer service. As the central hub of the Police Department, the Records Division processes all reports, ensuring cases are received in their respective divisions in a timely fashion. This includes routing reports to the District Attorney's office for issuance, and to the Investigations Division for any follow up needed. All Division personnel receive monthly policy and procedure updates on the constantly changing laws (subpoenas, legal mandates, court orders,

### **Police Department**

Fiscal Year 2021 - 2022 Annual Budget

etc.) that affect law enforcement records. Information is also disseminated to the rest of the Police Department and other city departments as needed.

The El Cajon Police Department's Forensic Lab is accredited by the American Association for Lab Accreditation (A2LA-ISO2017). The lab accreditation program can best be described as a continuous process of quality assurance and improvement in lab operations. The entire process is focused on developing a 'culture of quality' for both management and technical personnel. Crime Lab personnel provide expert support for criminal enforcement programs through forensic laboratory analysis and expert courtroom testimony. Crime Lab personnel are part of the Cold Case Forensic Team that investigates unsolved homicides. The Property Unit is responsible for the intake, logging, storage and disposition of all property obtained by the Police Department. In 2019, a significant change occurred regarding the storage of homeless safekeeping items. In the past most of the homeless safekeeping property was stored at the public works yard, but starting in 2019 it is now brought to the Police Department, which has caused a significant increased workload for our Property unit. The unit is currently using volunteers to assist with the backlog.

The Inspections, Training, & Personnel Division conducts investigations involving citizen complaints and/or allegations of employee misconduct, and other administrative investigations. These investigations are of the utmost importance and are submitted directly to the Chief of Police. The division is also responsible for evaluating and recommending additions, revisions, and updates to the Police Department's policies and procedures. The Division's Public Information Officer (PIO) prepares press releases, manages social media, responds to critical incidents for the Department and works closely with the City Attorney to respond to claims against the City, Pitchess Motions, Public Records Act (PRA) requests and lawsuits. The ITP Division coordinates all department training, serves as the logistical coordinator for training attendance, maintains the firearm ranges, manages the armory, actively recruits new department staff and volunteers, conducts background investigations, issues safety equipment and maintains police personnel records. The division is also responsible for the Body-Worn Camera system and related software. The ITP Division has responsible for facility maintenance and is the liaison for all holding facility (Jail) inspections. The unit also serves as the record keeper for all of the Department's physical inventory and audits.

#### Goals:

- To continue to work in conjunction with the San Diego Sheriff's Department and the County of San Diego's Health and Human Services Agency (HHSA) to most effectively and efficiently address homeless issues in the City of El Cajon.
- Continue to increase community engagement and transparency through our social media platforms and the website, as well as community events and service clubs.
- The Investigations Division will be examining cold homicide cases and developing a plan to better address these cases on a continuous basis.
- Due to the Coronavirus outbreak, the 2020 Annual Citizen's Academy had to be cancelled in 2020. The academy is a very well-received community outreach program which allows the participants to experience the daily functions of law enforcement. The academy consistently reaches full attendance capacity each year. We hope that this popular academy can resume in 2021.
- The Drone unit will be working towards obtaining a Beyond Visual Line of Sight waiver from the FAA in order to perform critical missions which are beyond the visual line of sight.
- In 2021, the K-9 unit is working on becoming fully staffed with four full time K-9 Officers. The unit is also planning to send one of the K-9's to be specially trained in narcotics detection.
- The Records division will be implementing the Sex Offender Registration Tiered classification program as required by the DOJ.

POLICE DEPARTMENT					
BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Administration- 130110	3,350,789	3,487,467	3,092,032	3,135,661	3,524,719
Inspection, Training & Personnel - 130120	2.144.528	2,122,975	2,177,595	2.298.550	2,446,271
Records - 130130	1,118,618	1,099,749	1,067,005	1,068,762	1,419,353
Communications - 130150	2,282,724	2,458,656	2,607,096	2,656,922	3,031,185
Patrol - 130160	15,660,392	16.530.643	16,595,587	16,476,238	17,102,125
Special Operations Unit - 130170	2,848,121	3,189,860	2,848,173	3,142,692	3,063,190
Traffic - 130190	1,603,285	1,790,036	2,178,316	1,959,355	2,178,908
Investigations - 130210	4,645,810	5,396,446	5,650,568	5.762.239	6,375,057
Laboratory - 130220	979,697	981,769	955,184	1,016,249	1,071,870
Ancillary & Auxiliary Units - 130230	111,538	134,041	119,951	125,569	142,367
Animal Shelter - 135000	920,173	911,964	1,073,054	1,202,577	1,059,600
GENERAL FUND TOTAL	35,665,675	38,103,606	38,364,561	38,844,814	41,414,645
State COPS Grant - 215000	250,655	273,415	261,200	218,940	365,027
SHSG Grant Projects 221900	69,898	70,405	78,379	78,379	81,848
Federal Asset Forfeiture - 222000	44,358	29,261	67,850	35,036	67,850
State Asset Forfeiture - 223000	17,520	13,512	-	-	-
Police Local Public Safety - 224280	451,743	388,885	539,907	524,000	524,907
Police Miscellaneous Grants - 225900	218,379	240,963	503,690	444,825	183,112
UASI Grant Projects - 253900	61,017	53,617	434,630	15,409	417,871



DETAIL	OF PERSONNEL SERVICE	S		
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED
Police Captain	2.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Corporal	0.00	0.00	0.00	5.00
Police Lieutenant	7.00	7.00	7.00	7.00
Police Officer	98.00	98.00	98.00	93.00
Police Sergeant	18.00	18.00	18.00	18.00
Subtotal SWORN	126.00	126.00	126.00	126.00
Administrative Secretary	3.00	3.00	2.00	2.00
Animal Care Attendant	3.00	3.00	3.00	0.00
Animal Control Manager	1.00	1.00	1.00	0.00
Animal Control Officer	2.00	2.00	2.00	0.00
Communications Center Manager	1.00	1.00	1.00	1.00
Confidential Secretary	0.00	0.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Lab Manager	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	0.00
Executive Assistant to the Police Chief	0.00	0.00	1.00	1.00
Forensic Evidence Technician	3.00	3.00	3.00	3.00
Management Analyst	1.00	1.00	1.00	1.00
Police Dispatcher	11.00	11.00	11.00	11.00
Police Records Manager	1.00	1.00	1.00	1.00
Police Records Specialist	12.00	12.00	12.00	12.00
Police Records Supervisor	2.00	2.00	2.00	2.00
Police Services Officer	8.00	8.00	8.00	8.00
Police Services Officer II	2.00	2.00	2.00	2.00
Property Clerk	3.00	3.00	3.00	3.00
Public Information Officer	0.20	0.00	0.00	0.00
Public Safety Aide (Maintenance Aide)	2.00	2.00	2.00	1.00
Public Safety Communications Operator	5.00	5.00	5.00	5.00
Secretary	1.00	1.00	1.00	1.00
Secretary to the Police Chief	1.00	1.00	0.00	0.00
Senior Management Analyst	1.00	1.00	1.00	1.00
Supervising Police Dispatcher	4.00	4.00	4.00	4.00
Subtotal NON-SWORN	70.20	70.00	70.00	62.00
General Fund	d Total 196.20	196.00	196.00	188.00

GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
DOG LICENSE - 4420	53,081	48,388	56,000	14,785	_
P.O.S.T 4613	9,243	39,531	25,000	10,000	20,000
SB 90 STATE MANDATED COST - 4619	•	24,451		34,564	30,000
FEDERAL GRANTS - 4631	200	· -	-	•	´-
GOVERNMENT REIMBURSE - 4650	570,779	600,916	639,000	639,000	670,000
DOJ/NTF/OCDETF/DEA - 4651	10,528	14,441	18,100	18,100	18,200
WITNESS FEES - 5015	4,585	3,575	6,000	3,000	6,000
FINGERPRINT/LIVE SCAN FEES - 5040	1,088	140	200	200	200
POLICE REVENUE - 5041	30,399	30,298	36,000	36,000	36,000
PRIVATE PARTY TOW FEES - 5042	54,400	46,680	64,000	68,000	68,000
CONTRACT POLICE SERVICES - 5043	251,606	184,946	-	-	-
LICENSE INVESTIGATION FEES - 5044	5,120	4,335	8,300	8,300	8,300
ANIMAL SHELTER (EL CAJON) - 5050	91,922	73,270	100,000	12,683	-
ANIMAL SHELTER (LA MESA) - 5051	85,500	83,195	90,000	26,910	-
ADJUDICATED TRUST MONIES - 5531	149	2,491	5,000	1,000	100,000
COURT FINES - 5532	33,018	36,485	36,000	36,000	36,000
FALSE ALARM - 5533	89,859	70,952	82,000	40,000	82,000
IMPOUNDS - 5534	85,679	80,585	100,000	86,000	100,000
MOTOR VEHICLE FINES - 5535	200,531	157,007	220,000	150,000	220,000
PARKING FINES - 5536	125,903	95,798	120,000	100,000	100,000
SPAY/NEUTER FINES - 5537	3,920	4,597	6,000	1,495	-
DONATIONS - 6020	13,090	5,708	4,000	1,723	-
GAIN(LOSS)/PROPERTY SALES - 6040	-	6,975	-	-	-
MISC REIMBURSE - 6520	3,949	411	1,000	1,000	1,000
EXPENSE RECOVERY/REIMB - 6530	-	28,018	120,000	20,000	120,000
RECOVERY/REIMB INJURY PAY - 6540	-	-	-	1,000	1,000
TRANSFER IN - 6910	210,915	209,107	29,107	209,107	209,107
GENERAL FUND TOTAL	1,935,464	1,852,300	1,765,707	1,518,867	1,825,807



POLICE DEPARTMENT					
INTERDEPARTMENTAL CHARGES AND COST RECOVERY					
EXPENDITURE SUMMARY					
ADOPTED BUDGET	41,414,645				
ALLOCATED COST	3,128,765				
TOTAL	44,543,410				
% ALLOCATED COST	8%				
REVENUE SUMMARY					
FEES AND CHARGES	1,825,807				
TAX AND OTHER GENERAL REVENUE SUPPORT	42,717,603				
TOTAL	44,543,410				
% TAX SUPPORT	96%				
% FEE SUPPORT	4%				

POLICE DEPARTMENT					
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	29,389,891	31,969,460	32,776,209	32,943,344	29,414,030
MAT'L, SVC & SUPPLIES	6,272,796	6,127,429	5,588,352	5,901,470	7,045,065
CAP OUTLAY/TRANSFERS	2,988	6,717	-	-	4,955,550
TOTAL	35,665,675	38,103,606	38,364,561	38,844,814	41,414,645

# City of El Cajon **Police Department**Fiscal Year 2021 – 2022 Annual Budget

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13011	0				PD ADM	INISTRATION
7110	SALARIES	820,568	883,346	877,487	951,476	928,111
7120	OVERTIME	13,827	2,985	2,000	2,000	2,000
7130	VACATION/SICK CONVERSION:	55,684	45,659	67,866	26,004	37,124
7140	FURLOUGH	(997)	(1,831)	-	-	-
7170	STIPEND	16,714	14,486	14,820	15,600	14,820
7309	PERS-UAL (EMPLOYER)	-	-	389,608	389,608	176,921
7310	PERS-NORMAL (EMPLOYER)	470,971	531,525	157,194	170,231	165,255
7312	POST RETIREMENT BENEFITS	29,578	19,501	16,956	16,956	18,768
7315	MEDICARE TAX	13,921	14,745	14,917	15,492	15,778
7325	CAFETERIA	103,452	98,947	111,345	112,749	117,420
7335	WORKERS COMPENSATION	36,560	36,510	29,282	29,282	23,979
7340	LIFE INSURANCE	2,555	2,643	2,391	3,025	1,929
7345	LTD INSURANCE	2,872	3,008	2,932	3,452	2,245
7350	STD INSURANCE	272	295	1,345	340	1,030
7355	CAR ALLOWANCE	-	-	3,420	-	3,420
7360	UNIFORMALLOWANCE	2,657	1,993	2,000	2,400	2,400
7395	TUITION REIMBURSEMENTS	3,765	4,166	4,000	6,000	4,000
TOTAL	SALARY & BENEFITS	1,572,399	1,657,978	1,697,563	1,744,615	1,515,200
8120	AWARDS AND PRESENTATION	8,909	6,132	9,000	9,000	9,000
8130	FUELS AND LUBRICATIONS	-	30	-	-	-
8150	OFFICE SUPPLIES	-	171	-	-	-
8160	OPERATING SUPPLIES	191	286	500	500	500
8170	UNIFORMS	-	73	-	-	-
8395	OTHER PROF/TECH SERVICES	-	7,600	-	-	-
8505	IT SERVICES	134,732	120,533	65,809	65,809	89,828
8511	FLEET/EQUIP REIMBURSEMEN	36,220	50,868	64,664	64,664	62,479
8515	GEN LIAB/WCOMP INSUR PRE	1,393,504	1,448,132	1,058,421	1,058,421	1,215,639
8516	PROPERTY INS CHG/PREMIUN	162,668	162,668	176,676	176,676	255,941
8520	VEHICLE REPLACEMNT CHAR	23,716	12,649	-	-	-
8552	MEMBERSHIP, DUES & LICENSE	3,029	3,504	3,085	3,628	3,085
8556	MILEAGE/POLICE USE ONLY	-	28	250	-	250
8570	PRINTING AND BINDING	-	4,379	3,400	4,400	4,400
8576	REPAIRS AND MAINTENANCE	-		1,000	-	1,000
8588	SUBSCRIPTIONS	95	204	364	364	364
8590	MEALS-W/O OVRNIGHT STAY	144	60	100	-	100
8594	TRAINING/MEETINGS/SCHOOL	10,020	6,437	5,800	2,000	105,800
8595	MEALS FOR CITY EMPLOYEES	207	658	400	400	400
8616	SANDAG	4,955	5,078	5,000	5,184	5,200
TOTAL	,	1,778,390	1,829,489	1,394,469	1,391,046	1,753,986
9911	TRANSFER OUT - POB	-	-	-	-	255,533
	OTHER FINANCING USES	-	-	-	-	255,533
ACT	VITY TOTAL	3,350,789	3,487,467	3,092,032	3,135,661	3,524,719

Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
10010		Actual	Actual	Budgeted	Estimated	Adopted
130120 PD INSPECTION & TRAININ						
	SALARIES	539,302	616,926	610,354	732,070	738,627
7120	OVERTIME	37,753	25,094	28,700	27,200	28,550
7130	VACATION/SICK CONVERSION	14,900	20,786	29,770	36,610	28,378
7170	STIPEND	13,643	13,557	13,870	14,600	16,910
7309	PERS-UAL (EMPLOYER)	-	-	264,132	264,132	115,149
7310	PERS-NORMAL (EMPLOYER)	321,949	367,574	115,237	135,191	141,176
7311	OTHER RETIREMENT BENEFIT	416	1,737	2,048	1,558	2,189
7312	POST RETIREMENT BENEFITS	22,923	15,113	14,837	14,837	18,768
7315	MEDICARE TAX	9,152	10,300	10,376	12,328	12,557
7325	CAFETERIA	83,773	80,748	85,740	99,637	104,595
7335	WORKERS COMPENSATION	34,324	31,385	29,483	29,483	28,692
7336	UNEMPLOYMENT INSURANCE	-	516		1,983	
7340	LIFE INSURANCE	806	808	777	970	708
7345	LTD INSURANCE	644	676	687	797	429
7350	STD INSURANCE	28		315	-	197
7360	UNIFORMALLOWANCE	4,229	3,171	3,200	3,550	3,550
TOTAL	SALARY & BENEFITS	1,083,842	1,188,391	1,209,526	1,374,946	1,240,475
8120	AWARDS AND PRESENTATION	35	6	250	250	250
8130	FUELS AND LUBRICATIONS	40	-	-	-	-
8150	OFFICE SUPPLIES	-	56	-	-	-
8160	OPERATING SUPPLIES	91,790	71,997	71,519	71,519	75,319
8170	UNIFORMS	34,013	21,526	15,000	12,000	15,000
8350	MEDICAL & PSYCH SERVICES	1,006	-	2,000	-	2,000
8395	OTHER PROF/TECH SERVICES	57,017	21,898	29,270	29,270	29,270
8505	IT SERVICES	97,980	95,288	81,742	81,742	95,859
8544	JANITORIAL SERVICES	1,625	1,511	470	560	470
8552	MEMBERSHIP, DUES & LICENSE	575	800	150	700	150
8560	PERMITS AND FEES	-	400	-	-	-
8564	PEST CONTROL	1,424	1,468	1,700	800	1,700
8576	REPAIRS AND MAINTENANCE	295	526	4,900	500	4,900
8580	SECURITY GUARDS/SYSTEM	1,767	1,690	350	350	350
8590	MEALS-W/O OVRNIGHT STAY	2,808	1,776	3,500	700	3,500
8594	TRAINING/MEETINGS/SCHOOL	43,217	35,011	35,220	14,000	35,220
8595	MEALS FOR CITY EMPLOYEES	5,334	5,444	4,000	4,000	4,000
8598	UTILITIES/WATER	4,879	5,279	17,785	7,000	17,785
8599	UTILITIES/ELECTRIC & GAS	716,882	669,909	700,213	700,213	700,213
TOTAL	MAT'L, SVC & SUPPLIES	1,060,686	934,584	968,069	923,604	985,986
9911	TRANSFER OUT - POB	-	-	-	-	219,810
TOTAL	OTHER FINANCING USES	-	-	-	-	219,810
ACTI	VITY TOTAL	2,144,528	2,122,976	2,177,595	2,298,550	2,446,271

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13013	0					PD RECORDS
7110	SALARIES	423,586	455,537	442,948	455,274	610,282
7120	OVERTIME	34,954	21,281	11,280	2,973	4,000
7130	VACATION/SICK CONVERSION:	11,092	4,840	9,698	27,947	22,577
7309	PERS-UAL (EMPLOYER)	-	-	184,647	184,647	161,766
7310	PERS-NORMAL (EMPLOYER)	195,377	223,846	54,669	54,877	75,065
7312	POST RETIREMENT BENEFITS	48,065	31,689	27,554	27,554	30,498
7315	MEDICARE TAX	7,992	7,960	7,530	8,032	10,375
7325	CAFETERIA	128,855	122,210	132,300	128,857	188,955
7335	WORKERS COMPENSATION	4,085	4,362	2,884	2,884	2,410
7340	LIFE INSURANCE	708	688	722	819	901
7345	LTD INSURANCE	278	279	293	419	325
7350	STD INSURANCE	125	125	134	188	149
TOTAL	SALARY & BENEFITS	855,117	872,818	874,659	894,471	1,107,303
8150	OFFICE SUPPLIES	34,716	25,703	33,610	27,000	33,610
8160	OPERATING SUPPLIES	4,653	71	565	100	565
8355	RECORDS MANAGEMENT	461	482	1,100	1,100	1,100
8505	IT SERVICES	199,627	178,996	128,556	128,556	152,001
8522	ADVERTISING	-	254	195	100	195
8532	COPIER RENT/MAINTENANCE	12,540	12,021	16,400	12,000	-
8552	MEMBERSHIP, DUES & LICENSI	660	675	735	735	735
8568	POSTAGE AND SHIPPING	1,278	1,904	3,000	1,000	3,000
8576	REPAIRS AND MAINTENANCE	2,067	1,311	2,975	500	2,975
8590	MEALS-W/O OVRNIGHT STAY	461	255	200	200	200
8594	TRAINING/MEETINGS/SCHOOL	6,902	4,932	5,010	3,000	5,010
8595	MEALS FOR CITY EMPLOYEES	136	326	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	263,501	226,931	192,346	174,291	199,391
9911	TRANSFER OUT - POB	-	-			112,659
TOTAL	OTHER FINANCING USES	-	-	-	-	112,659
ACTIVITY TOTAL		1,118,618	1,099,748	1,067,005	1,068,762	1,419,353

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13015	0			J	PD COM	<b>JUNICATIONS</b>
7110	SALARIES	942,163	1,151,303	1,161,161	1,228,735	1,325,376
7120	OVERTIME	217,268	136,964	173,740	174,227	183,000
7130	VACATION/SICK CONVERSION:	12,473	2,090	18,492	5,147	53,015
7309	PERS-UAL (EMPLOYER)	-	-	484,042	484,042	351,314
7310	PERS-NORMAL (EMPLOYER)	437,834	521,840	143,310	157,255	163,021
7312	POST RETIREMENT BENEFITS	77,643	51,190	44,510	44,510	49,266
7315	MEDICARE TAX	17,238	17,912	19,740	19,820	22,531
7325	CAFETERIA	223,005	246,610	264,600	292,386	305,235
7335	WORKERS COMPENSATION	12,194	7,889	5,191	5,191	5,235
7336	UNEMPLOYMENT INSURANCE	7,476	9,596	5,000	304	-
7340	LIFE INSURANCE	1,136	1,208	1,291	1,396	1,103
7345	LTD INSURANCE	388	375	359	424	-
7350	STD INSURANCE	174	168	165	190	-
7360	UNIFORMALLOWANCE	7,343	5,657	5,800	7,600	7,600
TOTAL	SALARY & BENEFITS	1,956,334	2,152,804	2,327,401	2,421,227	2,466,696
8150	OFFICE SUPPLIES	-	29	-	-	-
8160	OPERATING SUPPLIES	9,077	16,530	8,000	6,000	8,000
8395	OTHER PROF/TECH SERVICES	1,138	1,903	2,500	1,500	2,500
8505	IT SERVICES	300,026	277,035	219,795	219,795	259,923
8576	REPAIRS AND MAINTENANCE	1,800	2,374	40,500	6,000	40,500
8590	MEALS-W/O OVRNIGHT STAY	207	172	750	200	750
8594	TRAINING/MEETINGS/SCHOOL	13,002	7,030	7,550	2,000	7,550
8595	MEALS FOR CITY EMPLOYEES	1,141	779	600	200	600
TOTAL	MAT'L, SVC & SUPPLIES	326,390	305,852	279,695	235,695	319,823
9911	TRANSFER OUT - POB	-	-	-	-	244,666
TOTAL	OTHER FINANCING USES	-	•	-	-	244,666
ACTIVITY TOTAL		2,282,725	2,458,656	2,607,096	2,656,922	3,031,185

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13016	0				I	PD PATROL
7110	SALARIES	6,747,101	7,345,846	7,244,299	7,461,596	7,433,058
7120	OVERTIME	924,422	961,065	1,017,996	770,000	897,000
7130	VACATION/SICK CONVERSION:	271,319	204,053	238,412	201,034	297,322
7150	INJURY PAY (4850)	19,959	20,335	-	12,755	-
7170	STIPEND	212,171	224,429	242,440	244,200	238,260
7309	PERS-UAL (EMPLOYER)	-	-	3,326,177	3,326,177	1,103,488
7310	PERS-NORMAL (EMPLOYER)	4,217,682	4,743,617	1,522,897	1,542,930	1,555,308
7311	OTHER RETIREMENT BENEFIT	(118)	-	-	-	-
7312	POST RETIREMENT BENEFITS	306,875	185,258	169,563	169,563	182,991
7315	MEDICARE TAX	125,475	130,806	123,153	126,031	126,362
7325	CAFETERIA	1,115,877	1,063,391	1,166,010	1,105,084	1,175,910
7335	WORKERS COMPENSATION	503,899	440,376	360,750	360,750	288,027
7336	UNEMPLOYMENT INSURANCE	3,150	-	6,500	4,403	-
7340	LIFE INSURANCE	6,138	5,860	5,858	6,104	5,248
7345	LTD INSURANCE	2,368	2,440	2,545	2,589	1,715
7350	STD INSURANCE	-	-	1,167	82	787
7360	UNIFORMALLOWANCE	61,901	47,484	58,000	58,000	58,000
TOTAL	SALARY & BENEFITS	14,518,220	15,374,960	15,485,767	15,391,298	13,363,476
8130	FUELS AND LUBRICATIONS	37	-	-	-	-
8150	OFFICE SUPPLIES	-	-	-	20	-
8160	OPERATING SUPPLIES	16,346	14,876	17,000	15,000	17,000
8350	MEDICAL & PSYCH SERVICES	-	1,300	5,000	1,500	5,000
8395	OTHER PROF/TECH SERVICES	57,305	59,645	25,500	10,000	145,500
8505	IT SERVICES	756,235	691,860	536,020	536,020	628,536
8511	FLEET/EQUIP REIMBURSEMEN	246,337	352,197	516,175	516,175	503,972
8520	VEHICLE REPLACEMNT CHAR	57,635	30,739	-	-	-
8548	LAUNDRY	-	-	75	75	75
8556	MILEAGE/POLICE USE ONLY	30	370	500	200	500
8576	REPAIRS AND MAINTENANCE	2,465	-	3,150	3,150	3,150
8590	MEALS-W/O OVRNIGHT STAY	482	287	1,200	600	1,200
8594	TRAINING/MEETINGS/SCHOOL	5,026	4,069	4,800	2,000	4,800
8595	MEALS FOR CITY EMPLOYEES	274	341	400	200	400
TOTAL	MAT'L, SVC & SUPPLIES	1,142,172	1,155,683	1,109,820	1,084,940	1,310,133
9911	TRANSFER OUT - POB	-	-		-	2,428,516
TOTAL	OTHER FINANCING USES	-	-	-	-	2,428,516
ACTI	VITY TOTAL	15,660,392	16,530,643	16,595,587	16,476,238	17,102,125

Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
13017					SPECIAL OPE	
7110	SALARIES	1,254,085	1,485,418	1,261,085	1,510,840	1,387,896
7120	OVERTIME	119,910	100,247	96,428	40,000	42,000
7130	VACATION/SICK CONVERSION:	11,015	44,946	31,447	90,603	55,516
7150	INJURY PAY (4850)	-	3,021	-	8,786	-
7170	STIPEND	34,979	40,571	36,955	42,600	34,960
7309	PERS-UAL (EMPLOYER)	-	-	572,966	572,966	222,462
7310	PERS-NORMAL (EMPLOYER)	777,184	904,307	252,678	288,137	278,263
7312	POST RETIREMENT BENEFITS	53,611	35,345	30,733	30,733	34,017
7315	MEDICARE TAX	21,936	25,246	21,438	23,930	23,594
7325	CAFETERIA	195,715	196,449	210,120	206,165	217,313
7335	WORKERS COMPENSATION	85,303	81,003	59,471	59,471	51,221
7340	LIFE INSURANCE	982	1,273	981	1,307	981
7345	LTD INSURANCE	298	681	327	762	327
7350	STD INSURANCE	-	-	150	-	150
7360	UNIFORMALLOWANCE	11,076	9,525	10,000	10,625	10,625
TOTAL	SALARY & BENEFITS	2,566,093	2,928,032	2,584,779	2,886,925	2,359,325
8160	OPERATING SUPPLIES	6,998	8,635	8,350	4,000	4,550
8170	UNIFORMS	589	330	-	-	-
8505	IT SERVICES	191,629	183,929	140,259	140,259	159,797
8511	FLEET/EQUIP REIMBURSEMEN	54,437	55,505	109,708	109,708	101,001
8520	VEHICLE REPLACEMNT CHARG	18,306	9,763	-	-	-
8576	REPAIRS AND MAINTENANCE	-	-	1,000	-	1,000
8590	MEALS-W/O OVRNIGHT STAY	527	339	250	200	250
8594	TRAINING/MEETINGS/SCHOOL	5,706	2,966	3,677	1,500	3,677
8595	MEALS FOR CITY EMPLOYEES	850	361	150	100	150
TOTAL	MAT'L, SVC & SUPPLIES	279,040	261,828	263,394	255,767	270,425
9041	VEHICLE IMPROVEMENTS	2,988	-	-	-	-
TOTAL	CAPITAL OUTLAY	2,988	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	433,440
TOTAL	OTHER FINANCING USES	-	-	-	-	433,440
ACTI	VITY TOTAL	2,848,122	3,189,860	2,848,173	3,142,692	3,063,190

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13019	0	riotadi	riotadi	3	TRAFFIC EN	•
7110	SALARIES	629,909	722,775	920,361	808,914	909,507
7120	OVERTIME	78,453	118,328	85,861	72,335	75,950
7130	VACATION/SICK CONVERSION:	29,546	23,080	31,272	8,522	36,380
7150	INJURY PAY (4850)	3,696	-	-	-	-
7170	STIPEND	19,650	19,700	27,075	23,600	29,070
7309	PERS-UAL (EMPLOYER)	-	-	421,823	421,823	136,754
7310	PERS-NORMAL (EMPLOYER)	394,047	450,468	191,929	168,957	189,026
7311	OTHER RETIREMENT BENEFIT	1,170	-	-	-	-
7312	POST RETIREMENT BENEFITS	35,124	28,033	20,136	20,136	22,287
7315	MEDICARE TAX	11,821	13,514	15,646	13,985	15,462
7325	CAFETERIA	91,229	95,334	139,200	106,562	142,928
7335	WORKERS COMPENSATION	49,302	58,950	44,744	44,744	34,265
7340	LIFE INSURANCE	580	413	719	439	719
7345	LTD INSURANCE	293	52	327	-	327
7350	STD INSURANCE	-	-	150	-	150
7360	UNIFORMALLOWANCE	5,676	3,675 4,000		5,500	5,500
TOTAL	SALARY & BENEFITS	1,350,494	1,534,321	1,903,243	1,695,517	1,598,325
8150	OFFICE SUPPLIES	446	-	-	-	-
8160	OPERATING SUPPLIES	1,082	4,320	4,335	2,000	4,335
8170	UNIFORMS	1,095	7,608	5,500	2,000	5,500
8395	OTHER PROF/TECH SERVICES	1,132	-	-	-	-
8505	IT SERVICES	141,430	127,270	87,685	87,685	109,686
8511	FLEET/EQUIP REIMBURSEMEN	48,459	71,557	143,553	143,553	132,020
8520	VEHICLE REPLACEMNT CHARC	40,105	21,389	-	-	-
8570	PRINTING AND BINDING	-	-	2,600	1,000	2,600
8576	REPAIRS AND MAINTENANCE	10,665	14,704	16,800	16,800	16,800
8590	MEALS-W/O OVRNIGHT STAY	150	69	250	200	250
8592	TOWING	4,521	8,289	8,500	8,500	8,500
8594	TRAINING/MEETINGS/SCHOOL	2,729	434	5,650	2,000	5,650
8595	MEALS FOR CITY EMPLOYEES	977	74	200	100	200
TOTAL	MAT'L, SVC & SUPPLIES	252,791	255,715	275,073	263,838	285,541
9911	TRANSFER OUT - POB	-	-	-	-	295,042
TOTAL	OTHER FINANCING USES	-	-	-	-	295,042
ACT	VITY TOTAL	1,603,285	1,790,036	2,178,316	1,959,355	2,178,908

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
13021	0				PD IN	/ESTIGATION
7110	SALARIES	1,915,224	2,315,561	2,444,025	2,635,041	2,781,526
7120	OVERTIME	324,882	412,476	374,438	298,785	313,724
7130	VACATION/SICK CONVERSION:	25,590	106,620	82,873	58,944	111,261
7150	INJURY PAY (4850)	1,052	-	-	-	-
7170	STIPEND	48,043	58,757	67,830	70,200	76,950
7309	PERS-UAL (EMPLOYER)	-	-	1,113,133	1,113,133	436,454
7310	PERS-NORMAL (EMPLOYER)	1,177,623	1,381,229	495,255	531,316	564,620
7312	POST RETIREMENT BENEFITS	92,432	75,566	59,347	59,347	68,034
7315	MEDICARE TAX	37,364	44,681	41,548	45,896	47,286
7325	CAFETERIA	296,946	299,262	377,370	365,840	435,195
7335	WORKERS COMPENSATION	140,122	169,287	113,719	113,719	101,490
7336	UNEMPLOYMENT INSURANCE	-	6,300	-	3,774	-
7340	LIFE INSURANCE	1,613	1,655	1,775	1,981	1,954
7345	LTD INSURANCE	616	629	610	746	641
7350	STD INSURANCE	-	-	280	-	294
7360	UNIFORMALLOWANCE	15,214	13,736	15,000	16,800	16,800
TOTAL	SALARY & BENEFITS	4,076,720	4,885,759	5,187,203	5,315,522	4,956,229
8130	FUELS AND LUBRICATIONS	20	-	-	-	-
8160	OPERATING SUPPLIES	1,122	1,425	1,700	700	1,700
8350	MEDICAL & PSYCH SERVICES	24,876	36,380	36,000	32,000	36,000
8395	OTHER PROF/TECH SERVICES	8,293	1,155	2,000	1,000	2,000
8505	IT SERVICES	401,726	346,603	301,537	301,537	361,813
8511	FLEET/EQUIP REIMBURSEMEN	70,045	89,757	106,530	106,530	121,603
8520	VEHICLE REPLACEMNT CHARC	44,576	23,774	-	-	-
8552	MEMBERSHIP, DUES & LICENSI	-	-	400	200	400
8556	MILEAGE/POLICE USE ONLY	57	30	500	100	500
8576	REPAIRS AND MAINTENANCE	374	-	850	850	850
8590	MEALS-W/O OVRNIGHT STAY	739	439	600	500	600
8593	TRAVEL/POLICE USE ONLY	792	-	4,000	1,000	4,000
8594	TRAINING/MEETINGS/SCHOOL	14,469	10,098	8,748	2,000	8,748
8595	MEALS FOR CITY EMPLOYEES	2,001	1,026	500	300	500
TOTAL	MAT'L, SVC & SUPPLIES	569,090	510,687	463,365	446,717	538,714
9911	TRANSFER OUT - POB	-	-	-	-	880,114
TOTAL	OTHER FINANCING USES	-	-	-	-	880,114
ACT	VITY TOTAL	4,645,811	5,396,446	5,650,568	5,762,239	6,375,057

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13022	0	•			PD L	ABORATORY
7110	SALARIES	439,328	451,157	427,211	477,562	464,625
7120	OVERTIME	14,041	10,890	3,309	4,615	4,025
7130	VACATION/SICK CONVERSION:	13,356	10,779	17,605	16,817	18,585
7309	PERS-UAL (EMPLOYER)	-	-	178,087	178,087	123,157
7310	PERS-NORMAL (EMPLOYER)	202,978	231,486	52,726	58,942	57,149
7312	POST RETIREMENT BENEFITS	25,881	17,063	14,837	14,837	16,422
7315	MEDICARE TAX	7,395	7,433	7,263	7,869	7,899
7325	CAFETERIA	95,250	94,100	92,610	106,938	101,745
7335	WORKERS COMPENSATION	4,578	2,763	1,910	1,910	1,835
7340	LIFE INSURANCE	660	652	627	726	649
7345	LTD INSURANCE	388	402	387	454	418
7350	STD INSURANCE	173	180	177	204	192
TOTAL	SALARY & BENEFITS	804,028	826,905	796,749	868,961	796,701
8150	OFFICE SUPPLIES	626	77	-	415	-
8160	OPERATING SUPPLIES	36,265	38,821	24,750	20,000	24,750
8340	FORENSIC SERVICES	27,528	27,768	30,376	28,300	30,376
8395	OTHER PROF/TECH SERVICES	6,647	3,984	17,790	17,790	18,290
8505	IT SERVICES	77,119	69,851	66,483	66,483	96,693
8511	FLEET/EQUIP REIMBURSEMEN	1,774	2,277	5,736	4,200	5,990
8520	VEHICLE REPLACEMNT CHARC	6,480	3,456	-	-	-
8548	LAUNDRY	1,660	1,334	1,600	1,600	1,600
8552	MEMBERSHIP, DUES & LICENSE	1,560	2,195	2,900	2,000	2,900
8560	PERMITS AND FEES	1,471	1,302	1,200	1,200	1,200
8576	REPAIRS AND MAINTENANCE	1,688	800	3,800	2,000	3,800
8588	SUBSCRIPTIONS	-	476	-	-	-
8590	MEALS-W/O OVRNIGHT STAY	283	202	100	100	100
8594	TRAINING/MEETINGS/SCHOOL	11,017	1,864	2,500	2,500	2,500
8595	MEALS FOR CITY EMPLOYEES	1,551	458	1,200	700	1,200
TOTAL	MAT'L, SVC & SUPPLIES	175,669	154,864	158,435	147,288	189,399
9911	TRANSFER OUT - POB	-	-	-	-	85,770
TOTAL	OTHER FINANCING USES	-	-	-	-	85,770
ACTI	VITY TOTAL	979,697	981,769	955,184	1,016,249	1,071,870

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13023	0				P	D AUXILIARY
7120	OVERTIME	-	-	-	10,300	10,300
TOTAL	SALARY & BENEFITS	-	-	-	10,300	10,300
8120	AWARDS AND PRESENTATION	7,427	69	2,500	2,500	2,500
8150	OFFICE SUPPLIES	-	22	-	-	-
8160	OPERATING SUPPLIES	29,817	63,745	61,675	61,675	68,275
8170	UNIFORMS	10,966	17,553	18,200	18,200	18,200
8395	OTHER PROF/TECH SERVICES	874	1,552	10,020	12,698	10,132
8511	FLEET/EQUIP REIMBURSEMEN	9,474	12,793	12,316	12,316	17,720
8520	VEHICLE REPLACEMNT CHAR	28,832	15,377	-	-	-
8528	COMMUNICATIONS	-	-	-	15	-
8552	MEMBERSHIP, DUES & LICENSI	1,272	1,486	2,515	2,000	2,515
8560	PERMITS AND FEES	1,100	-	1,035	1,035	1,035
8576	REPAIRS AND MAINTENANCE	484	-	1,000	1,000	1,000
8588	SUBSCRIPTIONS	-	-	-	30	-
8590	MEALS-W/O OVRNIGHT STAY	97	158	400	200	400
8594	TRAINING/MEETINGS/SCHOOL	18,553	13,490	9,440	3,000	9,440
8595	MEALS FOR CITY EMPLOYEES	2,641	1,080	850	600	850
TOTAL	MAT'L, SVC & SUPPLIES	111,538	127,324	119,951	115,269	132,067
9010	MINOR FURN&EQUIP <\$10,000	-	5,648	-	-	-
9041	VEHICLE IMPROVEMENTS	-	1,069		-	-
TOTAL	CAPITAL OUTLAY	-	6,717	-	-	-
ACTI	VITY TOTAL	111,538	134,041	119,951	125,569	142,367

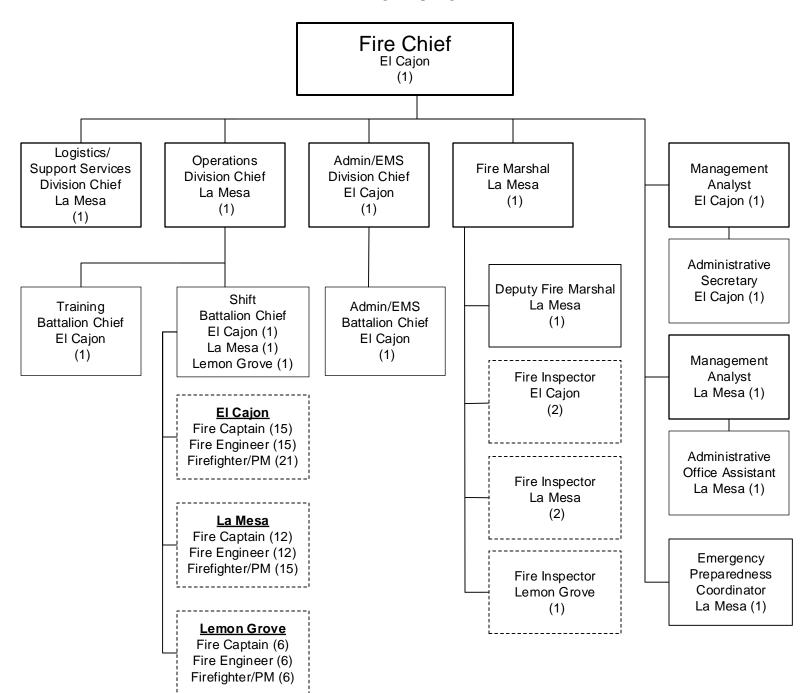
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
13500	00	Actual	Actual	Daugetea		AL CONTROL
7110	SALARIES	297,134	262,718	353,299	115,799	-
7120	OVERTIME	34,688	19,096	27,641	2,798	_
7130	VACATION/SICK CONVERSION:	11,609	4,148	8,121	24,170	-
7309	PERS-UAL (EMPLOYER)		-	136,316	136,316	-
7310	PERS-NORMAL (EMPLOYER)	129,408	140,142	40,359	6,925	-
7311	OTHER RETIREMENT BENEFIT	1,279	1,757	1,972	773	-
7312	POST RETIREMENT BENEFITS	25,881	19,501	16,956	16,956	-
7315	MEDICARE TAX	4,801	3,994	6,006	1,591	-
7325	CAFETERIA	80,314	69,913	92,610	19,698	-
7335	WORKERS COMPENSATION	18,340	18,516	16,962	12,726	-
7336	UNEMPLOYMENT INSURANCE	1,644	7,095	7,000	931	-
7340	LIFE INSURANCE	428	270	591	79	-
7345	LTD INSURANCE	180	-	333	-	-
7350	STD INSURANCE	81	-	153	-	-
7360	UNIFORM ALLOWANCE	857	343	1,000	800	-
TOTAL	SALARY & BENEFITS	606,644	547,492	709,319	339,562	-
8130	FUELS AND LUBRICATIONS	45	-	-	-	-
8140	JANITORIAL SUPPLIES	2,602	2,957	2,000	-	-
8150	OFFICE SUPPLIES	1,475	4,497	3,000	-	-
8160	OPERATING SUPPLIES	62,283	61,581	72,000	3,437	-
8360	SPAY / NEUTER SERVICES	18,912	6,349	11,100	25	-
8395	OTHER PROF/TECH SERVICES	67,287	79,432	87,400	698,500	1,009,600
8505	IT SERVICES	85,703	143,027	101,412	101,412	-
8511	FLEET/EQUIP REIMBURSEMEN	10,610	14,465	30,462	30,462	-
8515	GEN LIABWCOMP INSUR PREI	3,214	2,771	1,471	984	-
8520	VEHICLE REPLACEMNT CHARC	10,727	5,721	-	-	-
8534	DISPOSAL	7,434	7,018	7,710	1,375	-
8548	LAUNDRY	2,927	703	1,500	432	-
8552	MEMBERSHIP, DUES & LICENSE	-	-	150	-	-
8560	PERMITS AND FEES	-	512	1,000	-	-
8564	PEST CONTROL	2,720	4,478	4,500	1,584	-
8576	REPAIRS AND MAINTENANCE	-	160	500	-	-
8580	SECURITY GUARDS/SYSTEM	576	276	400	-	-
8588	SUBSCRIPTIONS	-	-	335	-	-
8590	MEALS-W/O OVRNIGHT STAY	33	43	20	-	-
8594	TRAINING/MEETINGS/SCHOOL	4,102	643	2,500	-	-
8598	UTILITIES/WATER	5,081	4,456	6,035	4,661	10,000
8599	UTILITIES/ELECTRIC & GAS	27,797	25,384	30,240	20,143	40,000
TOTAL	,	313,529	364,472	363,735	863,015	1,059,600
ACT	IVITY TOTAL	920,173	911,964	1,073,054	1,202,577	1,059,600

# City of El Cajon **Police Department**Fiscal Year 2021 – 2022 Annual Budget

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
21500	0					NT-BRUELTE
7120	OVERTIME	-	-	7,200	-	7,200
TOTAL	SALARY & BENEFITS	-	-	7,200	-	7,200
8160	OPERATING SUPPLIES	10,445	25,839	6,700	6,700	47,088
8330	DATA PROCESSING	81,860	81,496	97,840	97,840	134,000
8395	OTHER PROF/TECH SERVICES	-	-	5,500	-	6,000
8586	SFTWARE AGRMT/IT LICENSES	-	11,880	-	-	-
8590	MEALS-W/O OVRNIGHT STAY	105	22	-	-	-
8594	TRAINING/MEETINGS/SCHOOL	4,404	5,403	18,500	-	18,500
8595	MEALS FOR CITY EMPLOYEES	262	578	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	97,077	125,218	128,540	104,540	205,588
9010	MINOR FURN&EQUIP <\$10,000	94,349	60,359	125,460	114,400	159,439
9030	SOFTWARE > \$10,000	3,340	-	-	-	-
9035	FURN & EQUIP >\$10,000	55,889	82,438	-	-	-
9041	VEHICLE IMPROVEMENTS	-	5,400	-	-	-
	CAPITAL OUTLAY	153,578	148,197	125,460	114,400	159,439
ACTI	VITY TOTAL	250,655	273,415	261,200	218,940	372,227
Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
22190	0	7 to talai	710100	Daagotoa		T PROJECTS
	MINOR FURN&EQUIP <\$10,000	59,899	15,299	13,519	13,519	18.762
9020	MINOR COMPUTERS <\$10,000	9,999	28,719	20,470	20,470	-
9035	FURN & EQUIP >\$10,000	-	26,387	44,390	44,390	63,086
	CAPITAL OUTLAY	69,898	70,405	78,379	78,379	81,848
	VITY TOTAL	69,898	70,405	78,379	78,379	81,848
Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
Acct #	Account The	Actual	Actual	Budgeted	Estimated	Adopted
22200	0	•	•	•	ASSET	FORFEITURE
8160	OPERATING SUPPLIES	2,592	6,094	13,000	13,000	13,000
8330	DATA PROCESSING	129	-	-	-	-
8395	OTHER PROF/TECH SERVICES	5,000	-	11,000	10,000	11,000
8511	FLEET/EQUIP REIMBURSEMEN	159	159	-	-	-
8552	MEMBERSHIP, DUES & LICENSI	30	-	-	-	-
8590	MEALS-W/O OVRNIGHT STAY	773	216	850	-	850
8594	TRAINING/MEETINGS/SCHOOL	33,067	20,631	41,200	11,000	41,200
	MEALS FOR CITY EMPLOYEES	2,608	2,161	1,800	1,036	1,800
	MAT'L, SVC & SUPPLIES	44,358	29,261	67,850	35,036	67,850
ACTI	VITY TOTAL	44,358	29,261	67,850	35,036	67,850
Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
22300	<u> </u>	Avidai	Avidai	•	STATE ASSET	
	OTHER PROF/TECH SERVICES	17,520	13,512			. Jili EllollE
	MAT'L, SVC & SUPPLIES	17,520	13,512			
	VITY TOTAL	17,520	13,512			
AOII	TITLI TOTAL	17,020	10,012		_	-

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
22428	10	Actual	Actual	•	LICE-LOCAL	
8350	MEDICAL & PSYCH SERVICES	14,640	14,640	15,000	LICE-LOCAL	-
8395	OTHER PROF/TECH SERVICES	14,040	4,150	5,000	4,094	5,000
8810	PRINCIPAL	186,484	191,687	196,890	197,035	202,533
8820	INTEREST EXPENSE	43,072	18,408	35,517	35,371	29,874
TOTAL	MAT'L, SVC & SUPPLIES	244,196	228,885	252,407	236,500	237,407
9010	MINOR FURN&EQUIP <\$10,000	-	-	127,500	127,500	127,500
9035	FURN & EQUIP >\$10,000	47,547	-	-	-	-
TOTAL	CAPITAL OUTLAY	47,547	-	127,500	127,500	127,500
9910	TRANSFER OUT	160,000	160,000	160,000	160,000	160,000
TOTAL	OTHER FINANCING USES	160,000	160,000	160,000	160,000	160,000
ACTI	VITY TOTAL	451,743	388,885	539,907	524,000	524,907
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
22590	0	71011111	710100	Dangelon		IISC GRANTS
	OVERTIME	166,535	121,839	255,782	255,782	114,404
7315	MEDICARE TAX	1,763	1,152	2,059	2,059	1,659
7335	WORKERS COMPENSATION	3,634	2,296	3,892	3,892	4,062
TOTAL	SALARY & BENEFITS	171,931	125,287	261,733	261,733	120,125
8160	OPERATING SUPPLIES	12,844	9,510	24,164	24,164	4,693
8590	MEALS-W/O OVRNIGHT STAY	-	92	-	-	-
8594	TRAINING/MEETINGS/SCHOOL	1,350	4,914	64,022	5,157	58,285
8595	MEALS FOR CITY EMPLOYEES	783	94	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	14,977	14,610	88,186	29,321	62,978
9010	MINOR FURN&EQUIP <\$10,000	16,057	25,306	36,164	62,239	-
9030	SOFTWARE > \$10,000	-	24,960	-	19,500	-
9035	FURN & EQUIP >\$10,000	15,415	50,800	117,607	72,032	-
	CAPITAL OUTLAY	31,471	101,066	153,771	153,771	-
ACTI	VITY TOTAL	218,380	240,964	503,690	444,825	183,103
Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
0.000		Actual	Actual	Budgeted	Estimated	Adopted
25390		1.005	0.405		UASI GRANT	S PROJECTS
1		1,965	8,435	-	-	-
7315 7335	MEDICARE TAX WORKERS COMPENSATION	29	122 448	-	-	-
		111				
TOTAL		2,105	9,005			-
	OPERATING SUPPLIES	15,196	0.054	21.050	4.000	20,000
	TRAINING/MEETINGS/SCHOOL	7,232	9,954	21,959	4,000	20,000
TOTAL	MAT'L, SVC & SUPPLIES  MINOR FURN&EQUIP <\$10,000	22,428	9,954	21,959	4,000	20,000
9010 9035	FURN & EQUIP >\$10,000	36,484	34,658	14,800 397,871	11,409	397,871
	CAPITAL OUTLAY				11 400	
		36,484	34,658 53,617	412,671	11,409	397,871 417,971
ACII	VITY TOTAL	61,017	53,617	434,630	15,409	417,871

## Heartland Fire & Rescue JPA FY 2021/2022



Personnel indicated on chart by dashed boxes are not paid through the JPA reconciliation but work cooperatively and are identified as Heartland Fire & Rescue.

Effective: 7/1/21 Revised: 3/30/21



### **Fire Department**

Fiscal Year 2021 - 2022 Annual Budget



**FIRE DEPARTMENT** 

#### **Mission Statement:**

The El Cajon Fire Department protects life, property, and natural resources through professional response. Our mission is to provide safe communities through exceptional, professional service.

#### **Description:**

The El Cajon Fire department is comprised of four budgeted divisions: Fire Administration, Fire Suppression, Heartland Fire & Rescue JPA, and Emergency Medical Services.

The Heartland Fire & Rescue division provides shared management and administrative staffing through a Joint Powers Agreement (JPA) between the cities of El Cajon, La Mesa and Lemon Grove. Through the JPA, a total of 16 full-time and one part-time staff are shared through a cost allocation formula. The Administration division administers the Fire department services and functions specific to the City of El Cajon, as well as the shared functions of the JPA. This division also assists in the coordination and scheduling of the Fire Safety Public Education Programs, which include: station tours, school visitations, annual fire safety expo. community preparedness programs, speaking engagements, demonstrations. community activities, and community emergency response team (CERT) training. Suppression/Operations division is focused on preservation of life, property and natural resources. This division consists of the Firefighter/Paramedics which staff and operate four Advanced Life Support (ALS) Paramedic Assessment Engine Companies, one ALS Paramedic Assessment Truck/Rescue, and one ALS Squad. The Emergency Medical Services (EMS) division, in conjunction with fire suppression personnel, is focused on providing pre-hospital emergency advanced life support to the community. The Training division is focused on supporting the operational needs of the department through structured training while ensuring that state and federal training mandates are met.

#### Goals

- Respond to at least 90% of emergency incidents with first arriving unit within 7 minutes.
- Respond to at least 90% of working fire incidents within 10 minutes and 30 seconds.
- Utilize new electronic data and reports for all fire inspections citywide.
- Continue evaluating the department's Strategic Plan updates.
- Continue the QA/QI program through the Regional Cooperative Care Program (RCCP).
- Continue to provide 24 hours of continuing education and relevant training to paramedic personnel.
- Broaden Phase 2 Call Triage to include facility identification and coordination with facility staff.
- Continue to update fire pre-plans and hazard mapping utilizing GIS intern personnel.
- Continue the department's Wellness program (cancer awareness and prevention), and the PEER Support program (personnel mental well-being).
- Respond to all civilian complaints or requests for information within one working day.
- Perform annual review and revision of Heartland Fire & Rescue Policies and Procedures.
- Continue to provide literature and educate the public on emergency preparedness.
- Continue to develop, train, and certify members of the CERT Program.
- Continue participation at the State and regional levels for operations training, health & safety (EMS), and administrative methods and practices.
- Focus recruitments on retention abilities through quality and diversity.

BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Fire Administration - 140000	1,819,395	1,915,039	2,096,857	1,972,423	2,289,313
Fire Suppression - 141000	11,986,217	12,388,478	12,549,984	12,550,964	13,032,005
Fire Heartland JPA - 145000	1,931,471	1,867,065	2,074,386	1,881,222	2,232,993
Fire EMS - 146000	223,642	211,660	222,300	189,200	320,200
GENERAL FUND TOTAL	15,960,725	16,382,242	16,943,527	16,593,809	17,874,511
SHSG Grant Projects - 221900	69,898	70,405	78,379	78,379	81,848
Local Public Safety - 224290	32,234	66,002	101,500	96,630	227,500

FIRE DEPARTMENT  DETAIL	OF PERSONNEL SE	RVICES	DETAIL OF PERSONNEL SERVICES										
JOB CLASSIFICATION	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 ACTUAL	2021-2022 ADOPTED									
Administrative Secretary	1.00	1.00	1.00	1.00									
Building Inspector	0.00	0.00	1.00	2.00									
Deputy Fire Chief	1.00	1.00	1.00	1.00									
Deputy Fire Marshal	1.00	1.00	1.00	1.00									
Fire Battalion Chief	2.00	2.00	3.00	3.00									
Fire Captain	15.00	15.00	15.00	15.00									
Fire Chief	1.00	1.00	1.00	1.00									
Fire Division Chief	1.00	1.00	1.00	1.00									
Fire Engineer	15.00	15.00	15.00	15.00									
Management Analyst	1.00	1.00	1.00	1.00									
Paramedic Firefighter	21.00	21.00	21.00	21.00									
Public Information Officer	0.20	0.00	0.00	0.00									
Senior Management Analyst	0.00	0.00	0.00	0.00									
General Fund Total	59.20	59.00	61.00	62.00									



Fire Department
Fiscal Year 2021 – 2022 Annual Budget

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GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
AMBULANCE/PM BENEFIT - 4090	366,589	366,681	350,000	360,000	360,000
FIRE PERMITS - 4460	365	477	200	20,000	180,000
FEDERAL GRANTS - 4631	337	-	-	-	-
OTHER GOV'T REIM- 4650	371,364	151,268	150,000	250,000	150,000
INTERAGENCY REIMBRSE - 4654	283,377	233,419	100,000	140,000	100,000
GEMT REIMBRSE (EMS) - 4655	183	53,673	-	-	-
AMBULANCE CHARGES - 5020	8,271	2,494	-	3,900	-
CONTRACT SVCS - 5043	402,254	423,464	320,000	440,000	460,000
RENTAL INCOME - 6070	126,000	131,802	132,000	138,000	145,000
MISC REIMBRSE - 6520	5,610	51	-	-	-
GENERAL FUND TOTAL	1,564,350	1,363,329	1,052,200	1,351,900	1,395,000

#### FIRE DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST RECOVER	Y
EXPENDITURE SUMMARY	
ADOPTED BUDGET	17,874,511
ALLOCATED COST	1,512,130
TOTAL	19,386,641
% ALLOCATED COST	8%
REVENUE SUMMARY	
FEES AND CHARGES	1,395,000
TAX AND OTHER GENERAL REVENUE SUPPORT	17,991,641
TOTAL	19,386,641
% TAX SUPPORT	93%
% FEE SUPPORT	7%

#### FIRE DEPARTMENT

GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	12,636,509	13,302,540	13,482,275	13,348,982	12,098,499
MAT'L, SVC & SUPPLIES	3,324,216	3,078,991	3,371,252	3,186,627	3,841,156
CAP OUTLAY/TRANSFERS	-	711	90,000	58,200	1,934,856
TOTAL	15,960,725	16,382,242	16,943,527	16,593,809	17,874,511

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
14000	0				FIRE ADM	IINISTRATION
7110	SALARIES	34,800	16,419	60,020	41,342	136,590
7120	OVERTIME	-	-	5,000	1,500	5,000
7130	VACATION/SICK CONVERSION:	710	55,920	67,571	102,514	100,000
7309	PERS-UAL (EMPLOYER)	-	-	25,020	25,020	31,883
7310	PERS-NORMAL (EMPLOYER)	6,832	5,777	7,408	5,102	14,795
7311	OTHER RETIREMENT BENEFIT	1,501	1,232	-	-	1,223
7312	POST RETIREMENT BENEFITS	30,317	19,988	21,195	21,195	25,806
7315	MEDICARE TAX	529	238	1,020	576	2,322
7325	CAFETERIA	2,705	-	13,230	8,787	29,070
7335	WORKERS COMPENSATION	19,275	71,502	1,517	1,517	2,539
7340	LIFE INSURANCE	57	-	53	37	105
7345	LTD INSURANCE	62	-	-	-	-
7350	STD INSURANCE	28	-	-	-	-
7360	UNIFORMALLOWANCE	-	-	1,500	-	1,500
7395	TUITION REIMBURSEMENTS	7,411	10,219	12,000	11,000	12,000
TOTAL	SALARY & BENEFITS	104,227	181,294	215,534	218,590	362,833
8150	OFFICE SUPPLIES	6,311	6,567	7,000	5,000	8,000
8160	OPERATING SUPPLIES	6,811	8,283	16,280	6,000	15,500
8170	UNIFORMS	-	-	2,000	200	2,000
8350	MEDICAL & PSYCH SERVICES	2,380	2,350	3,700	3,500	3,700
8395	OTHER PROF/TECH SERVICES	1,054,977	1,110,604	1,139,560	1,115,000	1,139,560
8505	IT SERVICES	423,617	420,021	342,025	342,025	414,342
8511	FLEET/EQUIP REIMBURSEMEN	37,656	21,951	34,052	34,052	33,439
8515	GEN LIAB/WCOMP INSUR PREI	7,134	6,551	11,557	11,557	6,829
8516	PROPERTY INS CHG/PREMIUM	31,971	31,971	46,299	46,299	84,406
8520	VEHICLE REPLACEMNT CHARC	21,249	11,333	-	-	-
8522	ADVERTISING	-	-	100	-	100
8532	COPIER RENT/MAINTENANCE	639	516	850	800	-
8534	DISPOSAL	-	-	4,000	-	4,000
8552	MEMBERSHIP, DUES & LICENSE	-	-	1,500	500	1,500
8568	POSTAGE AND SHIPPING	-	162	700	200	700
8570	PRINTING AND BINDING	-	-	2,100	1,000	2,100
8576	REPAIRS AND MAINTENANCE	100	-	1,400	500	1,400
8580	SECURITY GUARDS/SYSTEM	985	-	-	-	-
8588	SUBSCRIPTIONS	1,046	-	1,700	500	1,700
	MEALS-W/O OVRNIGHT STAY	-	-	500	-	500
	TRAINING/MEETINGS/SCHOOL	-	-	2,000	500	2,000
	MEALS FOR CITY EMPLOYEES	-	-	500	-	500
8598	UTILITIES/WATER	15,326	14,706	21,000	18,000	22,000
	UTILITIES/ELECTRIC & GAS	104,966	98,731	152,500	110,000	160,000
TOTAL	,	1,715,168	1,733,745	1,791,323	1,695,633	1,904,276
9010	MINOR FURN&EQUIP <\$10,000	-	-	-	1,200	-
9040	VEHICLES	-	-	46,000	42,000	-
9041	VEHICLE IMPROVEMENTS	-	-	44,000	15,000	
	CAPITAL OUTLAY	-	-	90,000	58,200	
9911	TRANSFER OUT - POB	-	-	-	-	22,204
	OTHER FINANCING USES	-	-	-	-	22,204
ACTI	VITY TOTAL	1,819,395	1,915,039	2,096,857	1,972,423	2,289,313

Acct#	Account Title	FY18-19 Actual	FY19-20	FY20-21	FY20-21 Estimated	FY21-22
14100	<u> </u>	Actual	Actual	Budgeted		Adopted JPPRESSION
7110	SALARIES	4,285,802	4,710,942	4,801,814	4,649,496	4,891,529
7110	OVERTIME	1,859,328	1,727,339	1,860,000	1,950,000	1,900,000
7130	VACATION/SICK CONVERSION:	6,550	13,161	19,609	28,553	30,000
7150	INJURY PAY (4850)	2,424	746	-	2,455	5,000
7170	STIPEND	144,043	130,207	135,945	130,100	135,945
7309	PERS-UAL (EMPLOYER)		-	2,209,449	2,209,450	707,940
7310	PERS-NORMAL (EMPLOYER)	2,817,162	3,224,221	1,019,137	1,007,460	1,037,004
7312	POST RETIREMENT BENEFITS	188,562	124,318	108,096	108,096	119,647
7315	MEDICARE TAX	95,008	99,245	106,631	102,733	108,156
7325	CAFETERIA	647,319	653,181	712,215	695,881	741,285
7335	WORKERS COMPENSATION	760,781	700,229	457,333	457,333	388,800
7336	UNEMPLOYMENT INSURANCE	4,922	-	7,300	-	-
7340	LIFE INSURANCE	7,335	7,414	7,236	8,461	6,908
7345	LTD INSURANCE	6,435	6,629	6,780	7,927	6,293
7350	STD INSURANCE	2,881	2,969	3,110	3,550	2,887
7360	UNIFORM ALLOWANCE	27,841	31,468	32,000	36,575	41,850
TOTAL	SALARY & BENEFITS	10,856,391	11,432,070	11,486,655	11,398,070	10,123,244
8130	FUELS AND LUBRICATIONS	724	-	2,000	250	2,000
8140	JANITORIAL SUPPLIES	8,992	8,142	11,000	11,000	13,000
8160	OPERATING SUPPLIES	23,883	21,711	32,175	32,000	38,275
8165	OPERATING SUPPL-FIRESTOR	900	273	2,500	2,000	2,500
8170	UNIFORMS	53,660	87,274	85,950	75,000	98,850
8350	MEDICAL & PSYCH SERVICES	6,313	58,530	31,000	23,000	70,000
8365	TEMPORARY SERVICES	378,711	175,928	270,000	400,000	325,000
8511	FLEET/EQUIP REIMBURSEMEN	253,979	373,677	554,204	554,204	632,245
8515	GEN LIABWCOMP INSUR PREI	-	-	3,340	3,340	-
8520	VEHICLE REPLACEMNT CHARC	351,741	187,595	-	-	-
8544	JANITORIAL SERVICES	28,339	18,929	5,000	4,000	16,500
8564	PEST CONTROL	2,018	4,364	10,400	2,500	13,500
8576	REPAIRS AND MAINTENANCE	17,009	17,904	44,900	40,000	68,650
8590	MEALS-W/O OVRNIGHT STAY	-	-	500	100	500
8594	TRAINING/MEETINGS/SCHOOL	3,075	1,371	9,860	5,000	6,860
8595	MEALS FOR CITY EMPLOYEES	483	-	500	500	500
	MAT'L, SVC & SUPPLIES	1,129,826	955,697	1,063,329	1,152,894	1,288,380
9010	MINOR FURN&EQUIP <\$10,000	-	711	-	-	-
	CAPITAL OUTLAY	-	711	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	1,620,381
	OTHER FINANCING USES			-	-	1,620,381
ACTI	VITY TOTAL	11,986,217	12,388,478	12,549,984	12,550,964	13,032,005

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
14500	10	Actual	Actual	Ü	HEARTLAND	
7110	SALARIES	824,570	914,202	902,037	835,718	940,696
7110	OVERTIME	84,763	64,040	65,000	95,000	95,000
7120	VACATION/SICK CONVERSION:	39,118	04,040	65,000	25,238	95,000
7140	FURLOUGH	39,110	-	-	(5,400)	
7170	STIPEND	22,293	19,757	20,520	19,200	23,940
7309	PERS-UAL (EMPLOYER)	22,290	19,757	409.850	409.850	152,019
7310	PERS-NORMAL (EMPLOYER)	500,362	523,697	180,768	159,661	187,687
7315	MEDICARE TAX	12,145	13,550	15,335	13,505	15,992
7325	CAFETERIA	103,098	98,025	96,285	93,015	116,280
7335	WORKERS COMPENSATION	79,018	44,390	74,996	74,996	64,807
7336	UNEMPLOYMENT INSURANCE	-	4	- 1,000	- 1,000	
7340	LIFE INSURANCE	2.876	2.939	2.736	2,904	2.837
7345	LTD INSURANCE	3,230	3,431	3,523	3,426	3,595
7350	STD INSURANCE	1,446	1,537	1,616	1,534	1,649
7355	CAR ALLOWANCE	-	-	3,420	-	3,420
7360	UNIFORM ALLOWANCE	2,971	3,604	4,000	3,675	4,500
TOTAL	SALARY & BENEFITS	1,675,891	1,689,176	1,780,086	1,732,322	1,612,422
8160	OPERATING SUPPLIES	-	-	-	-	6,000
8170	UNIFORMS	703	3,958	1,000	500	5,000
8350	MEDICAL & PSYCH SERVICES	2,581	4,369	400	-	4,400
8395	OTHER PROF/TECH SERVICES	190,549	117,246	245,000	125,000	245,000
8511	FLEET/EQUIP REIMBURSEMEN	3,410	16,621	-	-	-
8528	COMMUNICATIONS	1,997	2,816	4,500	3,000	5,000
8552	MEMBERSHIP, DUES & LICENSI	1,738	2,359	3,250	3,000	3,250
8576	REPAIRS AND MAINTENANCE	-	-	-	-	1,500
8586	SFTWARE AGRMT/IT LICENSES	21,268	9,995	12,000	9,000	10,000
8588	SUBSCRIPTIONS	-	1,066	1,700	1,200	1,700
8590	MEALS-W/O OVRNIGHT STAY	-	90	750	100	750
8594	TRAINING/MEETINGS/SCHOOL	32,853	19,134	24,950	7,000	44,950
8595	MEALS FOR CITY EMPLOYEES	481	236	750	100	750
TOTAL	MAT'L, SVC & SUPPLIES	255,580	177,889	294,300	148,900	328,300
9911	TRANSFER OUT - POB	-	-	-	-	292,271
TOTAL	OTHER FINANCING USES	-	-	-	-	292,271
ACT	IVITY TOTAL	1,931,471	1,867,065	2,074,386	1,881,222	2,232,993

City of El Cajon

Fire Department

Fiscal Year 2021 – 2022 Annual Budget

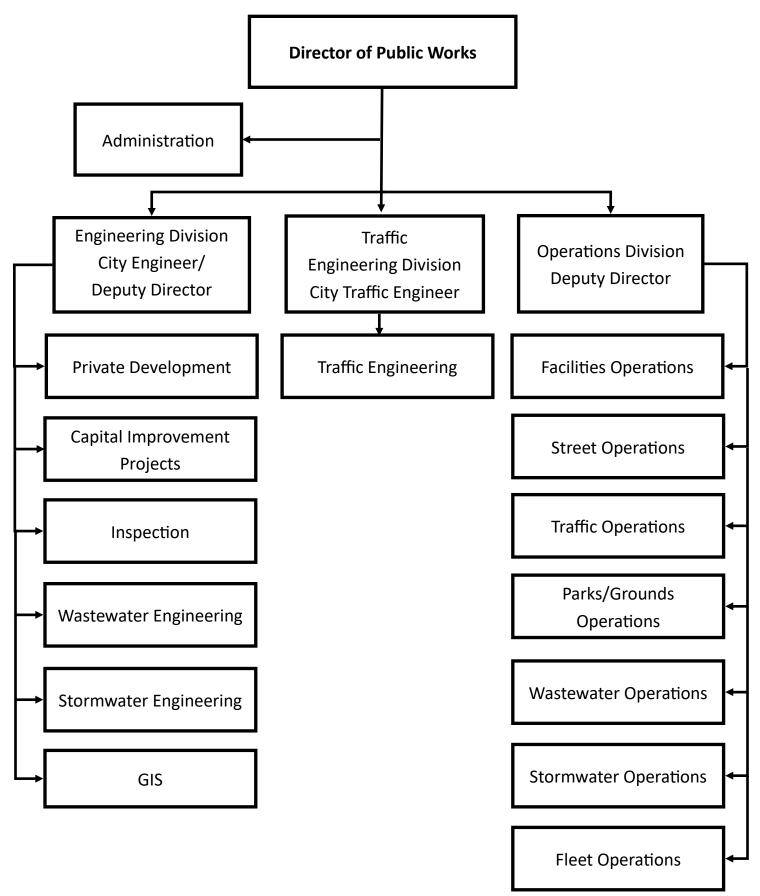
Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
14600						MEDICL SVC
8160	OPERATING SUPPLIES	24,334	19,120	35,500	20,000	35,500
8330	DATA PROCESSING	3,500	3,500	4,700	3,700	4,700
8395	OTHER PROF/TECH SERVICES	133,802	134,000	140,000	134,000	140,000
8515	GEN LIAB/WCOMP INSUR PREI	24,349	21,774	-	-	-
8516	PROPERTY INS CHG/PREMIUN	10,657	10,657	-	-	-
8534	DISPOSAL	183	193	600	500	600
8552	MEMBERSHIP, DUES & LICENSI	5,259	3,000	9,000	6,000	9,000
8576	REPAIRS AND MAINTENANCE	21,558	365	4,000	1,000	4,000
8584	SERVICE/MAINT CONTRACTS	-	19,020	24,500	24,000	122,400
8594	TRAINING/MEETINGS/SCHOOL	-	30	4,000	-	4,000
TOTAL	MAT'L, SVC & SUPPLIES	223,642	211,660	222,300	189,200	320,200
ACT	IVITY TOTAL	223,642	211,660	222,300	189,200	320,200
Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
22190	00				SHSG GRAN	IT PROJECTS
9010	MINOR FURN&EQUIP <\$10,000	59,899	15,299	13,519	13,519	18,762
9020	MINOR COMPUTERS <\$10,000	9,999	28,719	20,470	20,470	-
9035	FURN & EQUIP >\$10,000	-	26,387	44,390	44,390	63,086
TOTAL	CAPITAL OUTLAY	69,898	70,405	78,379	78,379	81,848
ACTI	IVITY TOTAL	69,898	70,405	78,379	78,379	81,848
Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
22429	00			FIF	RE-LOCAL PU	<b>BLIC SAFETY</b>
8160	OPERATING SUPPLIES	14,876	-	17,500	12,000	15,000
TOTAL						
	MAT'L, SVC & SUPPLIES	14,876	-	17,500	12,000	15,000
9010	MAT'L, SVC & SUPPLIES  MINOR FURN&EQUIP <\$10,000	<b>14,876</b> 17,358	40,115	17,500	<b>12,000</b> 630	<b>15,000</b> 7,000
	,	,		17,500 - 84,000	,	•
9010 9035	MINOR FURN&EQUIP <\$10,000	,	40,115	-	630	7,000

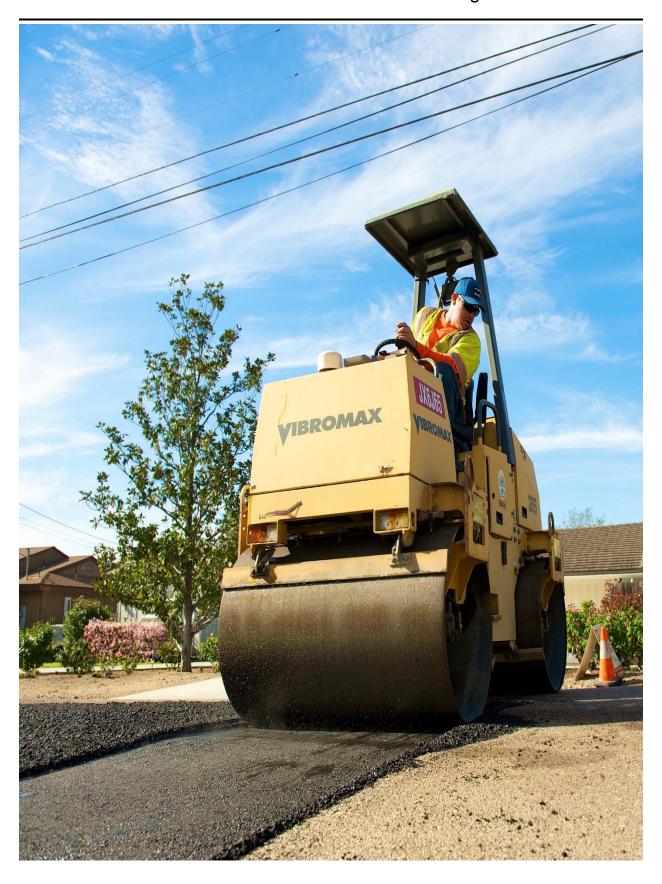
### **Fire Department**

Fiscal Year 2021 – 2022 Annual Budget



# Public Works Department Fiscal Year 2021-22





### **Public Works Department**

Fiscal Year 2021 - 2022 Annual Budget



**PUBLIC WORKS** 

#### **Mission Statement:**

To preserve, promote, and enhance the quality of life through the development and maintenance of infrastructure and services throughout the City.

#### **Description:**

The Public Works Department is comprised of two main divisions, Engineering, and Operations. These divisions work together to plan, design, construct, inspect, maintain and operate City infrastructure assets. Administrative staff supports both divisions and oversees the department budget, Public Work contracts, Professional Service Agreements, and refuse and recycling collection services.

The Engineering Division manages the Capital Improvement Program (CIP), Inspection, Private Development, Stormwater, Traffic, and Geographic Information System (GIS) Mapping services to implement and maintain various projects and assets throughout the City related to roads, drainage, flood control, transportation, bicycle and pedestrian pathways, traffic and street lights, facilities, sewer, storm drains and street resurfacing.

The CIP Section is responsible for capital improvements, major maintenance of buildings and infrastructure, and ADA requirements for City buildings. This section also provides inspections for grading, utilities, traffic control, construction of retaining walls, sidewalks, curb and gutter, pedestrian curb ramps, and other projects in the public right-of-way.

The Private Development section, a part of the Project Assistance Center (PAC), manages a wide variety of permit and plan check services to include grading, encroachment, and transportation permits. Also, our engineers review permit applications from Community Development for conformance with applicable codes and regulations. Additionally, Private Development reviews and comments on all proposed right-of-way abandonments and annexations.

The Stormwater section implements the Jurisdictional Runoff Management Program responsible for improving the quality of the City's surface water while providing compliance with the Regional Water Quality Control Board's R9-2013-0001 Municipal Permit. Significant components include training City personnel, inspecting commercial and industrial businesses and construction sites, public outreach, dryweather stormwater testing, and conditioning new development and redevelopment projects to comply with current regulations. The City strives to implement grounded approaches beyond permit compliance and achieve cost-effective stormwater management practices for businesses and citizens through the City's Standard Urban Storm Water Mitigation Program (SUSMP).

The Traffic Engineering section supports Private Development for public improvements and coordinates traffic projects in the City's right-of-way. This section manages the design, construction, and maintenance of street lighting, traffic signal systems, road striping, signing, and traffic-related improvement projects. Additional services include administering contracts, coordinating undergrounding of utilities, transportation planning, responding to public inquiries, conducting traffic studies, and reporting to City Council. Traffic Engineering also provides support to the Information Technology Department and the Operations Division in the installation, maintenance, and operation of security camera systems.

### **Public Works Department**

Fiscal Year 2021 - 2022 Annual Budget

#### **PUBLIC WORKS**

The GIS section supports mapping and data analysis. Many departments utilize GIS systems throughout the City, including Public Works, Community Development, Recreation, and Public Safety. These systems support special event planning, work orders, street resurfacing, and CIP projects. GIS manages the interactive mapping of development projects, parcel information, street resurfacing, benchmarks, and zoning.

The Operations Division manages the repair and maintenance of the City's infrastructure. This division consists of five sections: Facilities, Streets/Traffic, Parks/Grounds, Fleet Maintenance, and Wastewater (covered in the Wastewater Enterprise Fund section of the Budget).

The Facilities Section is responsible for the operation, maintenance, and repair of all City facilities, including custodial services. Facilities manage a preventive maintenance program for all buildings. Skilled tradespersons provide routine and emergency repairs of electrical, mechanical, and plumbing systems and security access throughout the City. Also, this section provides design review, space planning, equipment selection, and the administration, monitoring, and control of facilities-related contracts.

The Streets/Traffic Section is responsible for street maintenance, including pothole and asphalt repairs, and repairing sidewalks, curbs, and gutters. This section also assists with community events held throughout the year and removing abandoned property in the public right-of-way. Traffic Operations is responsible for installing and maintaining traffic infrastructure, including signs, striping, and pavement markers.

The Parks/Grounds Section is responsible for the landscape maintenance of City parks, street medians, parkway trees, City/school recreational complexes, the Civic Center, and other public building grounds. This section is also responsible for administering the Urban Forestry Program and weed abatement on public property. Also, the group does work for other City departments, including Fire, Police, and Recreation, regularly.

The Fleet Section manages the City's vehicles and equipment's overall condition, continually evaluating and making recommendations regarding a replacement. They perform preventive maintenance services and major, minor, and emergency repairs. Additionally, this section conducts tailpipe emissions tests on gasoline and diesel engines to comply with State and federally-mandated automotive emission regulations and California Highway Patrol (CHP) safety inspections on City commercial vehicles and trailers. The

#### Goals:

- Provide ongoing maintenance of the City's facilities, streets, sidewalks, parks, medians, vehicles, and traffic management system.
- Comply with the State-mandated refuse, recycling, organics, and edible food recovery programs for residential, multi-family, and commercial customers.
- Provide quality support to the PAC to ensure a high level of customer service.
- Complete projects on schedule and within budget, including Wells Park Improvements, Heartland Fire Administrative Office Improvements, El Cajon Transit Community Improvements, West Main Street Green Street Improvements, Madison Avenue Safety Improvements, Jamacha Road Safety Improvements, Solar Energy and Battery Storage, Fiber Optic Improvements, the Active Transportation Plan, street light/traffic signal projects, and street resurfacing.
- Revitalize existing City entry points and address cleanliness of main corridors.

PUBLIC WORKS DEPARTMENT					
			2020-2021		
BUDGET ACTIVITY	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
Facilities Operations - 123000	1,872,674	2,199,298	2,241,525	2,260,847	2,490,703
Administration - 150000	511,057	668,273	502,183	514,810	529,355
General Engineering - 151310	144,888	50,596	4,980	4,720	2,150
Private Development - 151330	587,371	569,378	532,594	440,158	432,815
Engineering CIP -151900	1,066,721	1,088,804	764,469	655,235	560,906
Traffic Engineering - 152310	1,166,523	1,150,296	976,207	915,084	1,116,141
Traffic Operations - 152320	544,283	724,365	739,019	724,563	753,930
Parks Operations - 160000	1,788,606	1,863,604	2,084,554	1,733,450	2,140,080
Street Medians - 161000	951,697	750,077	821,662	630,736	865,258
GENERAL FUND TOTAL	8,633,820	9,064,691	8,667,193	7,879,603	8,891,338
CA Beverage Grant - 209000	172,518	9,807	46,743	46,743	25,868
Street Operations - 211320	2,289,296	2,293,815	3,253,087	1,979,358	2,847,000
Gas Tax - Vehicle Rep - 211950	-	233,322	42,400	-	-
Transit TDA Article 4 - 213000	357,771	213,597	106,575	83,370	104,974
Vehicle/Equip Mtce - 601000	2,174,595	2,108,550	2,157,957	1,813,972	2,199,548
Vehicle/Equip Replace - 605000	1,093,502	550,627	446,000	288,049	1,183,100

DETAIL O	DETAIL OF PERSONNEL SERVICES							
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED				
Administrative Secretary	0.50	0.80	0.20	0.20				
Assistant Engineer	2.10	2.10	1.30	1.50				
Associate Engineer	3.15	2.80	2.20	2.20				
City Engineer	0.50	0.50	0.30	0.20				
City Traffic Engineer	0.70	0.70	0.70	0.80				
Deputy Director of Public Works	0.40	0.40	0.30	0.20				
Director of Public Works	0.55	0.55	0.30	0.30				
Engineering Technician	1.35	2.30	2.15	1.90				
Facilities Technician	5.00	5.00	5.00	5.00				
Geographic Information Systems Analyst	0.15	0.15	0.00	0.00				
Geographic Information Systems Technician	0.15	0.15	0.00	0.00				
Lead Facilities Technician	1.00	1.00	1.00	1.00				
Licensed Land Surveyor	0.70	0.00	0.00	0.00				
Maintenance Supervisor	2.25	2.25	2.25	1.40				
Management Analyst	0.40	0.40	0.40	0.30				
Operations Manager	1.70	1.70	1.60	1.50				
Parks Crew Leader	2.00	0.00	0.00	0.00				
Parks Maintenance Worker	9.00	9.00	0.00	0.00				
Principal Civil Engineer	0.75	1.45	1.10	0.40				
Public Works Crew Leader	0.50	2.50	2.50	1.40				
Public Works Equipment Operator	0.50	1.70	1.70	1.50				
Public Works Inspector	1.70	1.50	1.50	1.20				
Public Works Maintenance Worker	2.85	2.85	5.95	6.75				
Secretary	0.40	0.00	0.00	0.00				
Senior Engineering Technician	3.20	3.00	2.70	1.70				
Senior Management Analyst	0.60	0.60	0.50	0.60				
Senior Parks Maintenance Worker	5.00	5.00	3.00	3.00				
General Fund Total	47.10	48.40	36.65	33.05				

PUBLIC WORKS DEPARTMENT	F PERSONNEL SE	RVICES		
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED
Administrative Secretary	0.05	0.00	0.00	0.00
Associate Engineer	0.05	0.05	0.00	0.00
City Traffic Engineer	0.25	0.10	0.00	0.00
Engineering Technician	0.05	0.05	0.00	0.00
Maintenance Supervisor	0.05	0.05	0.00	0.00
Operations Manager	0.00	0.10	0.00	0.00
Public Works Equipment Operator	0.05	0.00	0.00	0.00
Public Works Inspector	0.10	0.10	0.00	0.00
Public Works Maintenance Worker	0.10	0.15	0.05	0.05
Senior Engineering Technician	0.05	0.10	0.00	0.00
Senior Management Analyst	0.05	0.00	0.00	0.00
TDA Total	0.80	0.70	0.05	0.05
Administrative Secretary	0.20	0.00	0.00	0.00
Equipment Mechanic	5.00	5.00	3.00	3.00
Fleet Manager	1.00	1.00	1.00	1.00
Lead Equipment Mechanic	1.00	0.00	1.00	1.00
Management Analyst	0.10	0.10	0.10	0.00
Fleet Partskeeper	0.00	0.00	0.00	0.50
Vehicle/Equipment Maintenance Total	7.30	6.10	5.10	5.50
Administrative Secretary	0.35	0.30	0.15	0.15
Assistant Engineer	0.30	0.30	0.00	0.50
Associate Civil Engineer	0.00	0.00	0.25	0.35
City Traffic Engineer	0.20	0.20	0.20	0.20
Deputy Director of Public Works	0.20	0.20	0.20	0.20
Director of Public Works	0.20	0.20	0.20	0.20
Engineering Technician	0.15	0.15	0.20	0.20
Geographic Information Systems Analyst	0.10	0.25	0.25	0.25
Geographic Information Systems Technician	0.10	0.25	0.25	0.25
Licensed Land Surveyor	0.20	0.00	0.00	0.00
Management Analyst	0.00	0.00	0.00	0.05
Maintenance Supervisor	0.70	0.70	0.75	0.50
Operations Manager	0.20	0.20	0.20	0.20
Public Works Crew Leader	0.50	0.50	0.50	0.50
Public Works Equipment Operator	4.50	3.30	3.30	3.30
Public Works Inspector	0.20	0.20	0.30	0.30
Public Works Maintenance Worker	2.00	2.00	4.00	3.00
Principal Civil Engineer	0.00	0.00	0.10	0.10
Senior Engineering Technician	0.50	0.50	0.60	0.70
Senior Management Analyst	0.35	0.30	0.30	0.05
Gas Tax Total	10.75	9.55	11.75	11.00

# City of El Cajon **Public Works Department**Fiscal Year 2021 – 2022 Annual Budget

PUBLIC WORKS DEPARTMENT						
GENERAL FUND REVENUE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED	
OVERSIZE/LOAD PERMIT - 4480	7,197	5,283	6,000	5,000	6,000	
ENGINEERING FEES - 5080	319,509	316,073	250,000	475,000	350,000	
TRAFFIC ENG FEES - 5081&5082	8,579	18,100	12,000	13,500	12,000	
DONATIONS - 6020	4,706	-	-	-	-	
MISC REIMBURSMNT - 6520	30,790	44,553	54,260	32,000	33,500	
EXPENSE REC/REIMB - 6530	837,659	735,470	806,800	407,800	808,460	
COST REIMB-SUCCR AGY - 6531	3,964	-	-	-	-	
GENERAL FUND TOTAL	1,212,404	1,119,479	1,129,060	933,300	1,209,960	

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PUBLIC WORKS DEPARTMENT	
INTERDEPARTMENTAL CHARGES AND COST RECOVERY	
EXPENDITURE SUMMARY	
ADOPTED BUDGET	8,891,338
ALLOCATED COST	1,124,878
TOTAL	10,016,216
% ALLOCATED COST	11%
REVENUE SUMMARY	
FEES AND CHARGES	1,209,960
TAX AND OTHER GENERAL REVENUE SUPPORT	8,806,256
TOTAL	10,016,216
% TAX SUPPORT	88%
% FEE SUPPORT	12%

PUBLIC WORKS DEPARTMENT					
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	5,447,762	5,712,842	4,671,069	4,556,888	4,002,555
MAT'L, SVC & SUPPLIES	3,153,764	3,342,106	3,982,124	3,322,715	4,383,663
CAP OUTLAY/TRANSFERS	32,294	9,743	14,000	-	505,120
TOTAL	8,633,820	9,064,691	8,667,193	7,879,603	8,891,338

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
12300	0		•		FACILITIES M	AINTENANCE
7110	SALARIES	432,235	470,712	495,708	569,333	525,268
7120	OVERTIME	4,952	1,951	5,000	2,000	3,000
7130	VACATION/SICK CONVERSION:	36,954	33,278	48,185	17,360	21,01
7140	FURLOUGH	(2)	(287)	-		
7309	PERS-UAL (EMPLOYER)	-	-	206,641	206,641	139,231
7310	PERS-NORMAL (EMPLOYER)	199,848	280,356	61,180	70,530	64,608
7312	POST RETIREMENT BENEFITS	30,133	20,232	17,486	17,486	18,885
7315	MEDICARE TAX	6,499	7,030	8,427	8,328	8,930
7325	CAFETERIA	91,343	89,656	109,148	125,315	117,007
7335	WORKERS COMPENSATION	67,596	74,259	56,612	56,612	61,407
7340	LIFE INSURANCE	840	941	953	1,140	730
7345	LTD INSURANCE	634	795	773	915	457
7350	STD INSURANCE	284	356	355	410	209
7360	UNIFORMALLOWANCE	173	377	330	400	400
TOTAL	SALARY & BENEFITS	871,487	979,657	1,010,798	1,076,470	961,143
8140	JANITORIAL SUPPLIES	2,175	891	5,000	1,000	3.000
8150	OFFICE SUPPLIES	1,713	779	1,000	.,	1,000
	OPERATING SUPPLIES	90,288	115,881	92,000	95,000	101,061
8170	UNIFORMS	1,000	750	6,000	2.000	5,000
	OTHER PROF/TECH SERVICES	3,611	6,738	13,500	13,500	13,500
8511	FLEET/EQUIP REIMBURSEMEN	21,290	29,244	40,882	40,882	43,253
	GEN LIAB/WCOMP INSUR PREI	1,328	1,250	664	664	,25
	PROPERTY INS CHG/PREMIUN	9,060	9,060	9.841	9,841	10,891
	VEHICLE REPLACEMNT CHAR	33,100	17,653	-,	-,	,
	ADVERTISING	753	,	450	_	250
	DISPOSAL	1,642		2,000		2,000
	GRAFFITI REMOVAL	25,492	18,370	25,840	25,840	25,840
	JANITORIAL SERVICES	415,823	410,471	415,000	415,000	425,000
	LAUNDRY	10	110	1,250	800	900
8551	ELECTRIC VEHICLE CHARGING	-	-	1,000	1,000	1,000
8552	MEMBERSHIP.DUES & LICENSE	129	159	200	150	,
8560	PERMITSAND FEES	4,772	4,289	8,000	8,000	8.000
8564	PEST CONTROL	1,529	10,213	6,100	10,000	8.000
8568	POSTAGE AND SHIPPING	-,		500	200	200
8570	PRINTING AND BINDING			1,000	500	500
8574	RENT EXPENSE	1,593	1,775	3,000	3.000	3.000
	REPAIRS AND MAINTENANCE	116,730	341,140	278,000	-,	,
8580	SECURITY GUARDS/SYSTEM	34,566	18,820	40,000	•	-
I	TRAINING/MEETINGS/SCHOOL	399		6,000	•	,
I	MEALS FOR CITY EMPLOYEES	-	96	-	-	,
	UTILITIES/WATER	31,201	22,986	42,500	30,000	35,000
l	UTILITIES/ELECTRIC & GAS	200,923	204,983	217,000		
	MAT'L, SVC & SUPPLIES	999,128	1,215,658	1,216,727		1,372,595
	MINOR FURN&EQUIP <\$10,000	2,059	3,983	14,000		1,57 2,550
	BUILDINGS & IMPROVEMENTS	-	-	- 1,000	_	60,000
	CAPITAL OUTLAY	2,059	3,983	14,000		60,000
	TRANSFER OUT - POB	2,000	0,300	14,000	-	96,968
	OTHER FINANCING USES					96,96
	VITY TOTAL			2 241 525	2,260,847	
AUII	VIII TOTAL	1,872,674	2,199,298	2,241,525	2,260,847	2,490,70

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
15000	0				PW ADN	IINISTRATION
7110	SALARIES	72,619	114,354	75,202	93,629	113,974
7120	OVERTIME	-	346	-	-	-
7130	VACATION/SICK CONVERSION:	334	6,805	1,500	8,450	4,559
7140	FURLOUGH	(669)	(574)	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	31,349	31,349	30,211
7310	PERS-NORMAL (EMPLOYER)	33,552	41,919	9,281	11,297	14,019
7312	POST RETIREMENT BENEFITS	3,882	2,925	1,590	1,590	2,463
7315	MEDICARE TAX	1,135	1,892	1,278	1,448	1,938
7325	CAFETERIA	8,559	14,367	9,923	11,045	15,262
7335	WORKERS COMPENSATION	928	1,074	336	336	1,503
7340	LIFE INSURANCE	252	309	227	307	303
7345	LTD INSURANCE	292	341	279	348	368
7350	STD INSURANCE	131	152	128	156	169
7355	CARALLOWANCE	34	686	648	713	342
7395	TUITION REIMBURSEMENTS	1,665	945	3,000	750	6,000
TOTAL	SALARY & BENEFITS	122,713	185,542	134,741	161,418	191,111
8120	AWARDS AND PRESENTATION:	-	-	-	250	-
8150	OFFICE SUPPLIES	1,434	1,886	2,000	2,000	2,000
8160	OPERATING SUPPLIES	236	112	500	500	500
8355	RECORDS MANAGEMENT	3,816	4,740	4,500	4,500	4,500
8395	OTHER PROF/TECH SERVICES	-	95,740	-	-	-
8505	IT SERVICES	311,038	286,205	287,214	287,214	252,889
8515	GEN LIAB/WCOMP INSUR PREI	21,048	38,491	5,456	5,456	15,593
8516	PROPERTY INS CHG/PREMIUN	41,277	41,277	44,832	44,832	21,782
8532	COPIER RENT/MAINTENANCE	2,337	2,521	3,000	3,000	-
8552	MEMBERSHIP, DUES & LICENSE	1,020	991	2,640	2,640	2,640
8568	POSTAGE AND SHIPPING	-	84	-	-	-
8570	PRINTING AND BINDING	-	407	1,500	1,000	1,500
8576	REPAIRS AND MAINTENANCE	-	-	1,350	1,000	1,350
8588	SUBSCRIPTIONS	72	-	450	-	450
8594	TRAINING/MEETINGS/SCHOOL	5,852	9,492	12,750	1,000	12,750
8595	MEALS FOR CITY EMPLOYEES	215	785	1,250	-	1,250
TOTAL	MAT'L, SVC & SUPPLIES	388,344	482,730	367,442	353,392	317,204
9911	TRANSFER OUT - POB	-	-	-	-	21,040
TOTAL	OTHER FINANCING USES	-	-	-	-	21,040
ACT	VITY TOTAL	511,057	668,272	502,183	514,810	529,355

Acct #	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
15131	0					<b>ENG - OTHER</b>
7110	SALARIES	85,120	11,631	-	-	-
7130	VACATION/SICK CONVERSION	1,377	-	-	-	-
7310	PERS-NORMAL (EMPLOYER)	39,327	34,766	-	-	-
7312	POST RETIREMENT BENEFITS	370	244	-	-	-
7315	MEDICARE TAX	1,235	168	-	-	-
7325	CAFETERIA	12,229	1,345	-	84	-
7335	WORKERS COMPENSATION	2,786	443	-	-	-
7340	LIFE INSURANCE	183	35	-	2	-
7345	LTD INSURANCE	182	47	-	3	-
7350	STD INSURANCE	81	21	-	1	-
TOTAL	SALARY & BENEFITS	142,890	48,700	-	90	-
8150	OFFICE SUPPLIES	104	130	150	300	650
8160	OPERATING SUPPLIES	-	-	1,000	500	500
8511	FLEET/EQUIP REIMBURSEMEN	973	1,275	2,830	2,830	-
8520	VEHICLE REPLACEMNT CHAR	921	491	-	-	-
8570	PRINTING AND BINDING	-	-	100	100	100
8576	REPAIRS AND MAINTENANCE	-	-	900	900	900
TOTAL	MAT'L, SVC & SUPPLIES	1,998	1,896	4,980	4,630	2,150
ACTI	VITY TOTAL	144,888	50,597	4,980	4,720	2,150



Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21	FY20-21 Estimated	FY21-22
15100		Actual	Actual	Budgeted		Adopted
15133		201.007	007.070		- PRIVATE DE	
7110	SALARIES	321,367	307,373	266,370	220,139	202,010
7120	OVERTIME	22	98	1,500	-	-
7130	VACATION/SICK CONVERSION	7,430	5,583	8,256	4,304	8,080
7140	FURLOUGH	(666)	-	-	-	-
7309	PERS-UAL (EMPLOYER)	- 440 570	-	111,039	111,039	53,546
7310	PERS-NORMAL (EMPLOYER)	148,572	164,690	32,875	27,169	24,847
7311	OTHER RETIREMENT BENEFIT	-	480	7.400	7.100	-
7312	POST RETIREMENT BENEFITS	16,083	11,579	7,100	7,100	5,630
7315	MEDICARE TAX	4,988	4,674	4,528	3,319	3,434
7325	CAFETERIA	50,095	45,428	44,321	36,078	34,884
7335	WORKERS COMPENSATION	10,600	10,638	6,731	6,731	4,155
7336	UNEMPLOYMENT INSURANCE	-	215	-	338	-
7340	LIFE INSURANCE	929	759	519	630	319
7345	LTD INSURANCE	982	785	511	670	287
7350	STD INSURANCE	439	352	234	300	132
7355 7395	CAR ALLOWANCE TUITION REIMBURSEMENTS		-	0.000	21	0.050
		-	-	2,000	447.000	2,250
TOTAL	SALARY & BENEFITS	560,842	552,652	485,984	417,838	339,574
8150	OFFICE SUPPLIES	395	141	300	300	300
8160	OPERATING SUPPLIES	11	22	250	30	250
8395	OTHER PROF/TECH SERVICES	19,175	11,481	35,000	15,000	50,000
8511	FLEET/EQUIP REIMBURSEMEN	1,946	2,551	5,660	5,660	-
8520	VEHICLE REPLACEMNT CHAR	1,841	982	-	-	-
8522	ADVERTISING	390	-	1,000	400	1,000
8552	MEMBERSHIP, DUES & LICENSI	-	210	250	280	300
8560	PERMITS AND FEES	53	166	350	100	350
8568	POSTAGE AND SHIPPING	-	-	50	-	50
8576	REPAIRS AND MAINTENANCE		-	400	400	400
8594	TRAINING/MEETINGS/SCHOOL	2,718	1,127	3,350	150	2,800
8595	MEALS FOR CITY EMPLOYEES	-	47	-	-	500
TOTAL	MAT'L, SVC & SUPPLIES	26,529	16,726	46,610	22,320	55,950
9911	TRANSFER OUT - POB	-	-	-	-	37,291
TOTAL	OTHER FINANCING USES	-	-	-	-	37,291
ACTI	VITY TOTAL	587,371	569,378	532,594	440,158	432,815

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
15190	0			<b>g</b>	ENG - C	IP PROJECTS
7110	SALARIES	602,494	607,975	402,158	313,205	273,329
7120	OVERTIME	19	29	2,000	-	-
7130	VACATION/SICK CONVERSION:	5,045	14,121	7,938	24,851	10,933
7309	PERS-UAL (EMPLOYER)	-	-	167,644	167,644	72,451
7310	PERS-NORMAL (EMPLOYER)	272,752	308,032	49,634	36,801	33,619
7311	OTHER RETIREMENT BENEFIT	911	124	-	-	-
7312	POST RETIREMENT BENEFITS	25,881	16,698	10,174	10,174	8,211
7315	MEDICARE TAX	9,440	9,493	6,837	5,068	4,647
7325	CAFETERIA	84,939	80,301	63,504	49,283	50,873
7335	WORKERS COMPENSATION	19,525	18,609	8,572	8,572	3,755
7340	LIFE INSURANCE	1,588	1,582	1,031	1,003	637
7345	LTD INSURANCE	1,705	1,751	1,159	1,108	674
7350	STD INSURANCE	764	784	532	496	309
7355	CAR ALLOWANCE	43	858	-	94	684
7395	TUITION REIMBURSEMENTS	-	1,225	3,000	2,250	7,500
TOTAL	SALARY & BENEFITS	1,025,106	1,061,581	724,183	620,549	467,622
8150	OFFICE SUPPLIES	461	1,247	1,000	1,000	3,500
8160	OPERATING SUPPLIES	2,604	2,261	3,000	700	500
8511	FLEET/EQUIP REIMBURSEMEN	6,812	8,928	19,811	19,811	22,352
8520	VEHICLE REPLACEMNT CHAR	6,444	3,437	-	-	-
8522	ADVERTISING	585	-	225	225	225
8552	MEMBERSHIP, DUES & LICENSI	3,454	4,342	3,950	3,950	3,950
8568	POSTAGE AND SHIPPING	11	-	-	-	-
8576	REPAIRS AND MAINTENANCE	-	2,287	4,800	2,000	4,800
8594	TRAINING/MEETINGS/SCHOOL	4,307	4,659	7,000	7,000	7,000
8595	MEALS FOR CITY EMPLOYEES	86	62	500	-	500
TOTAL	MAT'L, SVC & SUPPLIES	24,766	27,223	40,286	34,686	42,827
9020	MINOR COMPUTERS <\$10,000	276	-	-	-	-
9035	FURN & EQUIP >\$10,000	16,573	-	-	-	-
TOTAL	CAPITAL OUTLAY	16,849	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	50,457
TOTAL	OTHER FINANCING USES	-		-	-	50,457
ACT	VITY TOTAL	1,066,721	1,088,804	764,469	655,235	560,906

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
15231	0	Actual	Actual	Duugeteu		NGINEERING
7110	SALARIES	429,121	433,749	360,125	319,239	411,025
7110	OVERTIME	28	136	1,000	010,200	411,020
7130	VACATION/SICK CONVERSION:	15,462	17,392	14,164	13,087	16,115
7140	FURLOUGH	(2)	(287)	14,104	-	10,110
7309	PERS-UAL (EMPLOYER)	(L)	(207)	150,122	150,122	106,788
7310	PERS-NORMAL (EMPLOYER)	198,297	223.683	44,447	38.408	49,553
7311	OTHER RETIREMENT BENEFIT	-	,			611
7312	POST RETIREMENT BENEFITS	15,713	11,944	8.902	8,902	10,557
7315	MEDICARE TAX	7,046	7,045	6,122	5,224	6,987
7325	CAFETERIA	62,856	60,408	55,566	42,386	65,408
7335	WORKERS COMPENSATION	14,136	14,169	8,652	8,652	8,319
7340	LIFE INSURANCE	1,234	1,062	804	963	701
7345	LTD INSURANCE	1,362	1,113	868	1,081	691
7350	STD INSURANCE	610	499	398	484	317
7355	CAR ALLOWANCE	17	343	324	398	-
7395	TUITION REIMBURSEMENTS	595	-	1,500	-	2,250
TOTAL	SALARY & BENEFITS	746,476	771,256	652,994	588,946	679,322
8150	OFFICE SUPPLIES	259	416	750	700	750
8160	OPERATING SUPPLIES	2,780	3,507	3,750	3,000	3,000
8395	OTHER PROF/TECH SERVICES	-	-	-	5,000	-
8505	IT SERVICES	70,024	79,274	-	-	39,790
8511	FLEET/EQUIP REIMBURSEMEN	1,475	1,288	1,338	1,338	1,208
8520	VEHICLE REPLACEMNT CHARC	1,657	884	-	-	-
8522	ADVERTISING	393	-	575	-	300
8552	MEMBERSHIP, DUES & LICENSI	310	1,113	1,600	1,600	1,600
8560	PERMITS AND FEES	3,377	-	3,000	3,000	3,000
8568	POSTAGE AND SHIPPING	-	17	-	-	-
8576	REPAIRS AND MAINTENANCE	338,112	291,685	310,000	310,000	310,000
8594	TRAINING/MEETINGS/SCHOOL	718	810	2,000	1,500	2,600
8595	MEALS FOR CITY EMPLOYEES	942	47	200	-	200
TOTAL	MAT'L, SVC & SUPPLIES	420,047	379,040	323,213	326,138	362,448
9911	TRANSFER OUT - POB	-	-	-	-	74,371
TOTAL	OTHER FINANCING USES	-		-	-	74,371
ACTI	IVITY TOTAL	1,166,523	1,150,297	976,207	915,084	1,116,141

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
15232	20	Actual	Actual	Daagetea		AINTENANCE
7110	SALARIES	169,780	266,802	220,191	238,941	206,931
7120	OVERTIME	2,178	4.023	2,000	2.400	2,500
7130	VACATION/SICK CONVERSION:	11,108	7,969	9,586	28,109	8,277
7309	PERS-UAL (EMPLOYER)		· -	91,789	91,789	54,851
7310	PERS-NORMAL (EMPLOYER)	78,463	100,777	27,176	25,230	25,453
7312	POST RETIREMENT BENEFITS	16,453	14,016	8,160	8,160	9,619
7315	MEDICARE TAX	2,826	4,474	3,743	4,237	3,518
7325	CAFETERIA	44,382	64,943	50,936	47,139	59,594
7335	WORKERS COMPENSATION	27,115	43,516	24,153	24,153	24,314
7340	LIFE INSURANCE	182	367	377	374	353
7345	LTD INSURANCE	13	163	260	271	205
7350	STD INSURANCE	5	73	119	121	94
7360	UNIFORMALLOWANCE	265	335	400	110	300
TOTAL	SALARY & BENEFITS	352,770	507,459	438,890	471,034	396,009
8160	OPERATING SUPPLIES	61,354	63,967	78,300	50,000	88,300
8395	OTHER PROF/TECH SERVICES	9,661	10,126	15,000	11,000	15,000
8511	FLEET/EQUIP REIMBURSEMEN	7,288	6,368	35,829	35,829	39,721
8520	VEHICLE REPLACEMNT CHARC	16,407	8,750	-	-	-
8522	ADVERTISING	174	-	-	-	-
8534	DISPOSAL	-	644	1,500	-	1,000
8574	RENT EXPENSE	-	226	1,000	200	600
8576	REPAIRS AND MAINTENANCE	89,936	126,777	167,000	155,000	173,600
8594	TRAINING/MEETINGS/SCHOOL	-	20	1,500	-	1,500
8595	MEALS FOR CITY EMPLOYEES	-	28	-	1,500	-
TOTAL	MAT'L, SVC & SUPPLIES	184,820	216,906	300,129	253,529	319,721
9060	BUILDINGS & IMPROVEMENTS	6,693	-	-	-	-
TOTAL	CAPITAL OUTLAY	6,693	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	38,200
TOTAL	OTHER FINANCING USES	-	-	-	-	38,200
ACT	IVITY TOTAL	544,283	724,365	739,019	724,563	753,930

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
16000	0		•	•		PARKS
7110	SALARIES	463,099	532,558	457,099	474,224	410,558
7120	OVERTIME	10,427	4,816	7,000	4,000	3,500
7130	VACATION/SICK CONVERSION:	16,081	15,519	22,298	17,995	16,422
7140	FURLOUGH	36	-	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	190,546	190,546	108,826
7310	PERS-NORMAL (EMPLOYER)	214,118	250,918	56,415	56,951	50,499
7312	POST RETIREMENT BENEFITS	34,754	28,764	19,182	19,182	18,182
7315	MEDICARE TAX	7,939	7,791	7,771	6,487	6,979
7325	CAFETERIA	117,162	126,709	119,732	122,221	112,646
7335	WORKERS COMPENSATION	67,838	89,629	50,984	50,984	48,240
7340	LIFE INSURANCE	636	696	644	559	625
7345	LTD INSURANCE	241	282	251	147	325
7350	STD INSURANCE	108	126	115	66	149
7360	UNIFORMALLOWANCE	157	943	1,000	-	300
7395	TUITION REIMBURSEMENTS	410	75	300	300	200
TOTAL	SALARY & BENEFITS	933,007	1,058,827	933,337	943,662	777,451
8120	AWARDS AND PRESENTATION	158	-	-	-	-
8140	JANITORIAL SUPPLIES	821	-	-	-	-
8150	OFFICE SUPPLIES	442	778	1,100	600	1,000
8160	OPERATING SUPPLIES	98,731	74,698	74,240	50,000	74,240
8170	UNIFORMS	3,599	1,065	4,000	4,000	4,000
8395	OTHER PROF/TECH SERVICES	-	1,800	2,400	2,400	200
8511	FLEET/EQUIP REIMBURSEMEN	129,740	129,917	173,426	173,426	134,802
8515	GEN LIAB/WCOMP INSUR PREI	73,498	68,880	36,348	36,348	18,874
8516	PROPERTY INS CHG/PREMIUN	6,816	6,816	7,403	7,403	21,782
8520	VEHICLE REPLACEMNT CHAR(	74,192	39,569	-	-	-
8522	ADVERTISING	-	601	200	400	500
8532	COPIER RENT/MAINTENANCE	391	399	600	600	-
8534	DISPOSAL	-	394	1,500	-	1,000
8538	GRAFFITI REMOVAL	20,502	14,616	20,560	17,000	20,560
8548	LAUNDRY	483	583	800	700	800
8552	MEMBERSHIP, DUES & LICENSE	909	1,282	1,200	700	400
8560	PERMITS AND FEES	10	-	10	10	10
8564	PEST CONTROL	9,685	9,258	10,500	10,500	10,500
8568	POSTAGE AND SHIPPING	-	11	-	-	-
8574	RENT EXPENSE	3,029	1,322	3,000	1,171	2,000
8576	REPAIRS AND MAINTENANCE	69,064	101,714	464,000	135,000	617,250
8580	SECURITY GUARDS/SYSTEM	1,350	624	900	900	900
8590	MEALS-W/O OVRNIGHT STAY	30	-	30	30	30
8594	TRAINING/MEETINGS/SCHOOL	4,118	1,475	5,000	600	5,000
	MEALS FOR CITY EMPLOYEES	-	96	-	-	-
1	URBAN FORESTRY EXPENSES	133,874	138,754	100,000	100,000	100,000
	UTILITIES/WATER	204,337	191,968	229,000	235,000	250,000
	UTILITIES/ELECTRIC & GAS	13,126	12,396	15,000	13,000	15,000
TOTAL	MAT'L, SVC & SUPPLIES	848,906	799,017	1,151,217	789,788	1,278,848
	MINOR FURN&EQUIP <\$10,000	-	5,760	-	-	-
9035	FURN & EQUIP >\$10,000	-	-	-	-	7,992
9060	BUILDINGS & IMPROVEMENTS	6,693		-	-	-
TOTAL	CAPITAL OUTLAY	6,693	5,760	-	-	7,992
9911	TRANSFER OUT - POB	-	-	-	-	75,789
TOTAL	OTHER FINANCING USES	-		-	-	75,789
	VITY TOTAL	1,788,606	1,863,603	2,084,554	1,733,450	2,140,080
AUII	TITTOTAL	1,700,000	1,000,000	2,004,004	1,733,430	2,140,000

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
16100	0	Actual	Actual	ū	MEDIAN MAIN	
7110	SALARIES	347,429	252,797	146,658	138,809	103,127
7110	OVERTIME	6,004	1,471	3,500	320	100,127
7130	VACATION/SICK CONVERSION:	6,687	5,723	7,833	13,611	4,125
7309	PERS-UAL (EMPLOYER)			61,136	61,136	27,336
7310	PERS-NORMAL (EMPLOYER)	162,024	170,140	18,101	15,026	12,685
7312	POST RETIREMENT BENEFITS	30,872	14,016	5,087	5,087	3,988
7315	MEDICARE TAX	3,240	3,142	2,493	2,012	1,753
7325	CAFETERIA	84,895	55,795	31,752	27,532	24,710
7335	WORKERS COMPENSATION	50,360	42,895	12,944	12,944	12,117
7340	LIFE INSURANCE	525	418	288	205	213
7345	LTD INSURANCE	258	272	240	137	184
7350	STD INSURANCE	116	122	110	62	85
7360	UNIFORMALLOWANCE	63	377	-	-	-
TOTAL	SALARY & BENEFITS	692,471	547,168	290,142	276,881	190,323
8160	OPERATING SUPPLIES	12,579	14,626	33,000	20,000	16,000
8170	UNIFORMS	1,700	1,000	4,700	4,700	2,500
8395	OTHER PROF/TECH SERVICES	-	-	120	-	120
8522	ADVERTISING	-	-	200	200	300
8552	MEMBERSHIP, DUES & LICENSI	169	47	-	-	-
8564	PEST CONTROL	250	250	1,500	500	1,000
8574	RENT EXPENSE	373	-	-	455	-
8576	REPAIRS AND MAINTENANCE	9,830	1,783	218,000	93,000	338,000
8594	TRAINING/MEETINGS/SCHOOL	436	23	-	-	-
8595	MEALS FOR CITY EMPLOYEES	-	28		-	-
8596	URBAN FORESTRY EXPENSES	197,402	148,014	220,000	181,000	220,000
8598	UTILITIESWATER	32,809	33,521	50,000	50,000	50,000
8599	UTILITIES/ELECTRIC & GAS	3,677	3,618	4,000	4,000	4,000
TOTAL	MAT'L, SVC & SUPPLIES	259,226	202,909	531,520	353,855	631,920
9035	FURN & EQUIP >\$10,000	-	-	-	-	23,978
TOTAL	CAPITAL OUTLAY	-	-	-	-	23,978
9911	TRANSFER OUT - POB	-	-	-	-	19,037
TOTAL	OTHER FINANCING USES	-	-	-	-	19,037
ACT	VITY TOTAL	951,697	750,077	821,662	630,736	865,258

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
20900	0				CA BEVE	RAGE GRANT
8160	OPERATING SUPPLIES	172,518	9,807	46,743	46,743	25,868
TOTAL	MAT'L, SVC & SUPPLIES	172,518	9,807	46,743	46,743	25,868
ACTI	VITY TOTAL	172,518	9,807	46,743	46,743	25,868

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
21132	0		•		STREET MA	AINTENANC
7110	SALARIES	389,593	436,579	781,110	616,150	720,3
7120	OVERTIME	9,108	4,292	3,500	4,000	4,0
7130	VACATION/SICK CONVERSION:	4,043	13,826	11,561	62,436	28,8
7140	FURLOUGH	71	-	-	-	
7309	PERS-UAL (EMPLOYER)	-	-	325,614	325,614	190,9
7310	PERS-NORMAL (EMPLOYER)	179,844	207,604	96,405	72,264	88,5
7312	POST RETIREMENT BENEFITS	39,746	23,279	24,905	24,905	25,8
7315	MEDICARE TAX	6,004	6,960	13,279	10,354	12,2
7325	CAFETERIA	73,707	72,839	172,725	115,803	168,3
7335	WORKERS COMPENSATION	43,274	66,413	63,401	63,401	53,4
7336	UNEMPLOYMENT INSURANCE	-	5,938	-		
7340	LIFE INSURANCE	786	820	1,353	1,215	1,4
7345	LTD INSURANCE	664	730	1,095	1,047	1,3
7350	STD INSURANCE	297	327	502	468	6
7355	CARALLOWANCE	34	686	720	713	3,7
7360	UNIFORMALLOWANCE	146	217	440	300	3
TOTAL	SALARY & BENEFITS	747,317	840,509	1,496,610	1,298,670	1,299,8
8150	OFFICE SUPPLIES	798	790	1,200	750	1,2
8160		57,326	49,815	97,300	85,000	96,8
8170	UNIFORMS	4,942	2,500	9,000	9,000	9.0
8190	VEHICLE ACCESSORIES	-	1,942	-,	-,	-,-
8395	OTHER PROF/TECH SERVICES	_	150	-	_	
8505	IT SERVICES	17,900	65,923	78,773	_	67,0
	OVERHEAD REIMBURSEMENT	258,139	223,891	231,261		237,0
8511	FLEET/EQUIP REIMBURSEMEN	120,834	81,795	123,267		132,9
8515	GEN LIAB/WCOMP INSUR PREI	558,058	471,733	290,149	_	120,2
8516	PROPERTY INS CHG/PREMIUN	2,943	2,943	3,197		14,9
8522	ADVERTISING	-	_,0.0		184	2
8532		391	399	500	500	_
8534		10,859	5,347	25.000	4,300	25.0
8538		29,991	34,479	48,500	40,000	48,5
	LAUNDRY	483	583	1,000	800	1,0
8552		289	503	600	200	4
8564	PEST CONTROL	172	103	2,000	1,000	2.0
8574	RENT EXPENSE	2799	1,193	4,000	724	4.0
8576		2,700	36,000	85,000	52,000	115,0
	SECURITY GUARDS/SYSTEM	1,352	624	900	900	9
8594	TRAINING/MEETINGS/SCHOOL	2,013	1,581	6,000	6,000	6,5
8595		286	96	0,000	0,000	0,0
	UTILITIES/WATER	2,204	2,423	4,330	4,330	4,3
	UTILITIES/ELECTRIC & GAS	425,574	445,394	475,000	475,000	500,0
	MAT'L, SVC & SUPPLIES	1,497,352	1,430,207	1,486,977	680,688	1,387,1
9010				5,000	000,000	1,307,1
		21,085	(8,370)	5,000		
9020	MINOR COMPUTERS <\$10,000 FURN & EQUIP >\$10,000	276 16 573	20 500	-	-	97.0
		16,573	29,580	-	-	27,0
9060		6,693	-			07.0
	CAPITAL OUTLAY	44,627	21,210	5,000	-	27,0
9910 9911	TRANSFER OUT TRANSFER OUT - POB	-	1,825	264,500	-	132,9
TOTAL	OTHER FINANCING USES	-	1,825	264,500	-	132,9
	VITY TOTAL	2,289,297	2,293,750	3,253,087	1,979,358	2,847,0

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
21195	0			G	AS TAX VEHIC	CLE REPLMNT
8160	OPERATING SUPPLIES	-	-	100	-	-
8576	REPAIRS AND MAINTENANCE	-	-	100	-	-
8584	SERVICE/MAINT CONTRACTS	-	-	2,000	-	-
TOTAL	MAT'L, SVC & SUPPLIES	-	-	2,200	-	-
9040	VEHICLES	-	233,322	40,000	-	-
9041	VEHICLE IMPROVEMENTS	-	-	200	-	-
TOTAL	CAPITAL OUTLAY	-	233,322	40,200	-	-
ACTI	VITY TOTAL	-	233,322	42,400	-	-

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
213000 TRANSIT TDA ARTICLE						
7110	SALARIES	71,846	79,712	1.995	788	1.898
7120	OVERTIME	146	332	.,	100	100
7130	VACATION/SICK CONVERSION	3,851	3,452	3,924	-	-
7309	PERS-UAL (EMPLOYER)	· -	,	832	832	503
7310	PERS-NORMAL (EMPLOYER)	33,198	38,424	246	98	233
7312	POST RETIREMENT BENEFITS	2,403	1,706	106	106	117
7315	MEDICARE TAX	1,228	1,332	34	11	32
7325	CAFETERIA	11,165	14,686	735	1,178	765
7335	WORKERS COMPENSATION	4,694	4,611	237	237	223
7340	LIFE INSURANCE	197	142	3	10	3
7345	LTD INSURANCE	208	116	-	7	-
7350	STD INSURANCE	93	52	-	3	-
7360	UNIFORMALLOWANCE	13	15	-	-	-
TOTAL	SALARY & BENEFITS	129,041	144,581	8,112	3,370	3,874
8140	JANITORIAL SUPPLIES	319	-	-	-	-
8160	OPERATING SUPPLIES	1,828	-	-	-	-
8336	INTERNAL ENG DESIGN	938	-	-	-	-
8337	INTERNAL INSPECT/MGMT	8,537	-	-	-	-
8510	OVERHEAD REIMBURSEMENT	9,681	8,091	3,463	-	3,550
8522	ADVERTISING	180	-	-	-	-
8538	GRAFFITI REMOVAL	14,875	14,218	20,000	20,000	20,000
8576	REPAIRS AND MAINTENANCE	61,776	46,706	75,000	60,000	77,200
TOTAL	MAT'L, SVC & SUPPLIES	98,133	69,015	98,463	80,000	100,750
9065	INFRASTRUCTURE	130,597	-	-	-	-
TOTAL	CAPITAL OUTLAY	130,597	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	350
	OTHER FINANCING USES	•		-	-	350
ACT	VITY TOTAL	357,772	213,597	106,575	83,370	104,974

# Public Works Department Fiscal Year 2021 – 2022 Annual Budget

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
60100	0		·	VEHI	CLE/EQUIP MA	AINTENANCE
7110	SALARIES	406,696	352,867	359,504	361,694	389,356
7120	OVERTIME	2,341	637	3,000	3,000	3,000
7130	VACATION/SICK CONVERSION:	13,077	33,463	23,294	13,728	15,574
7140	FURLOUGH	(263)	(287)	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	149,863	149,863	103,206
7310	PERS-NORMAL (EMPLOYER)	191,516	208,375	44,370	44,753	47,891
7312	POST RETIREMENT BENEFITS	26,990	17,307	10,810	10,810	12,903
7315	MEDICARE TAX	6,701	6,203	6,112	5,978	6,619
7325	CAFETERIA	85,265	66,968	74,970	62,870	84,150
7330	COMPENSATED ABSENCES	15,517	(41,519)	-	-	-
7335	WORKERS COMPENSATION	59,992	64,903	41,778	41,778	45,749
7340	LIFE INSURANCE	639	567	568	613	573
7345	LTD INSURANCE	410	413	446	456	423
7350	STD INSURANCE	184	185	205	204	194
7360	UNIFORM ALLOWANCE	1,316	1,234	1,020	1,065	1,065
7395	TUITION REIMBURSEMENTS	-	171	-	300	300
TOTAL		810,382	711,486	715,940	697,112	711,003
8110	AUTO PARTS AND SUPPLIES	319,093	298,386	340,000	340,000	300,000
8130	FUELS AND LUBRICATIONS	456,006	445,087	575,000	450,000	550,000
8150	OFFICE SUPPLIES	301	307	600	400	500
8160	OPERATING SUPPLIES	10,234	12,272	13,000	13,000	13,000
8170	UNIFORMS	-	1,223	1,000	1,000	1,000
8395	OTHER PROF/TECH SERVICES	1,249	-	-	-	-
8505	IT SERVICES	47,551	45,406	13,100	-	48,633
8510	OVERHEAD REIMBURSEMENT	260,280	203,838	166,115	-	170,268
8516	PROPERTY INS CHG/PREMIUN	3,869	3,869	4,202	-	8,168
8526	COLLISIONS	58,254	46,640	75,000	75,000	75,000
8532	COPIER RENT/MAINTENANCE	492	374	600	300	-
8534	DISPOSAL	5,113	2,976	10,000	4,000	8,000
8548	LAUNDRY	5,773	5,881	7,000	6,000	6,000
8551	ELECTRIC VEHICLE CHARGING	89	1,044	2,000	2,000	2,000
8552	MEMBERSHIP, DUES & LICENSE	197	72	600	300	600
8560	PERMITS AND FEES	2,540	2,611	2,600	2,600	2,600
8564	PEST CONTROL	559	516	800	600	700
8568	POSTAGE AND MAINTENANCE	170.050	907.050	-	20	000.000
8576	REPAIRS AND MAINTENANCE SECURITY GUARDS/SYSTEM	172,056	307,856	200,000	200,000	200,000
8580	SUBSCRIPTIONS	2,542	666	1,000	300	800
8588 8590	MEALS-W/O OVRNIGHT STAY	1,637	980	1,000	1,440	1,000
8590	TOWING	38 3,994	14 4,596	100 5,000	50 5.000	100 5,000
8594	TRAINING/MEETINGS/SCHOOL	570	398	8,000	5,000 1,000	8,000
8595	MEALS FOR CITY EMPLOYEES	66	111	100	1,000	100
8598	UTILITIES/WATER	3,742	4,443	6,700	6,700	6,700
8599	UTILITIES/ELECTRIC & GAS	7,968	7,498	8,500	7,100	8,500
TOTAL		1,364,213	1,397,065	1,442,017	1,116,860	1,416,669
9911	TRANSFER OUT - POB	1,004,213	1,007,000	1,442,017	1,110,000	71,876
	OTHER FINANCING USES	0.474.505	0.400.550	0 457 055	4 040 070	71,876
ACT	IVITY TOTAL	2,174,595	2,108,550	2,157,957	1,813,972	2,199,548

# Public Works Department Fiscal Year 2021 – 2022 Annual Budget

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
60500	0			VEHI	CLE/EQUIP RE	EPLACEMENT
8160	OPERATING SUPPLIES	325	704	-	-	800
8190	VEHICLE ACCESSORIES	508	-	-	-	-
8576	REPAIRS AND MAINTENANCE	-	-	-	-	800
8584	SERVICE/MAINT CONTRACTS	9,980	2,014	10,090	10,090	28,000
TOTAL	MAT'L, SVC & SUPPLIES	10,813	2,717	10,090	10,090	29,600
9040	VEHICLES	937,329	415,866	346,910	196,642	1,008,000
9041	VEHICLE IMPROVEMENTS	145,360	132,044	89,000	81,317	145,500
TOTAL	CAPITAL OUTLAY	1,082,689	547,910	435,910	277,959	1,153,500
ACTI	IVITY TOTAL	1,093,502	550,627	446,000	288,049	1,183,100

## Wastewater Enterprise Fund

Fiscal Year 2021 - 2022 Annual Budget



**PUBLIC WORKS - WASTEWATER** 

#### **Mission Statement:**

To preserve, promote, and enhance the quality of life through the development and maintenance of infrastructure and services throughout the City.

#### **Description:**

The Wastewater Fund provides for the investment in new infrastructure and the maintenance, repair, and rehabilitation of existing wastewater collection and stormwater conveyance systems.

The Wastewater Engineering section provides services relating to sewage collection, transportation, treatment, and disposal for the City of El Cajon through contractual agreements with the City of San Diego, the City of La Mesa, and the East County Advanced Water Purification Joint Powers Agreement. This section also administers compliance with the State's wastewater discharge requirements by implementing a Sanitary Sewer Management Plan (SSMP) and reporting to the State's database.

The Wastewater Engineering section's responsibilities include preparing plans, specifications, and estimates; administering construction contracts; and conducting project inspections for all wastewater and stormwater projects. This section is also responsible for the City's wastewater billing program collected through property taxes and strives to ensure that the City's wastewater and stormwater systems comply with all federal and State regulations.

The Wastewater Operations section provides continual maintenance and repair to both the City's wastewater collection and stormwater conveyance systems. Staff routinely perform wastewater system maintenance, including rodding, jetting, and video televising to assess conditions and files all necessary permits with the local Regional Water Quality Control Board and any other agencies having jurisdiction. Wastewater Operations also assigns and completes work orders to clean, maintain, and inspect stormwater system components, including drains, open channels, drainage ditches, and basins.

The Wastewater sections work together to implement the Jurisdictional Runoff Management Program responsible for improving the City's surface water quality while providing compliance with the Regional Water Quality Control Board's R9-2013-0001 Municipal Permit. Significant components include training City personnel, inspecting commercial and industrial businesses and construction sites, public outreach, dryweather stormwater testing, and conditioning new development and redevelopment projects to comply with current regulations. The City strives to implement grounded approaches beyond permit compliance and achieve cost-effective stormwater management practices for businesses and citizens through the City's Standard Urban Stormwater Mitigation Program (SUSMP).

# **Wastewater Enterprise Fund**

Fiscal Year 2021 – 2022 Annual Budget

#### **PUBLIC WORKS - WASTEWATER**

#### Goals:

- Provide ongoing maintenance of the City's wastewater collection and stormwater conveyance systems.
- Complete projects on schedule and within budget, including the Broadway Creek Restoration Project, annual pipeline replacement and rehabilitation projects, water quality improvement projects, the Box Culvert condition assessments and repairs, and any emergency projects.
- Comply with the mandates of the Municipal Stormwater Permit.
- Update the City's Sewer Master Plan.
- Ensure wastewater billing efforts are conducted in the most efficient manner possible concerning both financial and administrative efficiencies.

#### **PUBLIC WORKS DEPARTMENT - WASTEWATER**

BUDGET ACTIVITY	2018-2019	2019-2020	2020-2021 AMENDED	2020-2021	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
Disposal - 650710	12,181,011	14,715,038	15,721,578	15,608,509	16,273,441
Operations - 650720	2,679,146	2,492,589	3,334,541	2,956,728	3,946,078
Customer Service - 650730	841,797	1,066,231	856,754	893,985	982,594
Sweeping Operations - 650740	152,436	-	-	-	-
NPDES Compliance - 650750	2,378,567	2,500,329	3,138,178	2,990,776	3,276,043
Wastewater Projects - 650900	2,559,275	1,581,821	5,754,241	5,754,241	5,673,000
Equipment/Technology - 650950	607,497	24,764	-	154,128	686,400
WASTEWATER FUND TOTAL	21,399,729	22,380,772	28,805,292	28,358,367	30,837,556



# Wastewater Enterprise Fund Fiscal Year 2021 – 2022 Annual Budget

#### **PUBLIC WORKS DEPARTMENT - WASTEWATER**

DETAIL OF PERSONNEL SERVICES								
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED				
Accountant	0.00	0.25	0.00	0.00				
Accounting Technician	0.25	0.30	0.55	0.50				
Administrative Secretary	0.95	0.90	1.65	0.65				
Assistant Engineer	1.60	0.60	1.70	1.00				
Associate Engineer	2.65	2.15	2.55	2.45				
Code Compliance Officer	1.00	1.00	1.00	1.00				
Customer Service Representative	1.00	0.80	1.00	2.00				
Deputy Director of Public Works	0.30	0.40	0.50	0.60				
Director of Public Works	0.25	0.25	0.50	0.50				
City Engineer	0.50	0.50	0.70	0.80				
Engineering Technician	0.45	0.50	0.65	0.90				
Financial Operations Manager	0.00	0.00	0.10	0.20				
Geographic Information Systems Analyst	0.75	0.60	0.75	0.75				
Geographic Information Systems Technician	0.75	0.60	0.75	0.75				
Maintenance Supervisor	1.00	1.00	1.00	1.10				
Management Analyst	0.50	0.50	0.50	0.65				
Operations Manager	1.05	1.00	1.20	1.30				
Principal Civil Engineer	0.25	0.55	0.80	1.50				
Public Works Crew Leader	2.00	2.00	2.00	2.10				
Public Works Equipment Operator	9.00	8.00	8.00	8.20				
Public Works Inspector	0.00	0.20	0.20	0.50				
Public Works Maintenance Worker	5.00	5.00	5.00	5.20				
Secretary	0.60	0.00	0.00	0.00				
Senior Accountant	0.25	0.10	0.30	0.30				
Senior Engineering Technician	2.25	1.40	1.70	2.60				
Senior Management Analyst	1.00	1.10	1.20	1.35				
Traffic Engineer	0.00	0.00	0.10	0.00				
Wastewater Fund Total	32.15	28.25	32.20	36.90				

# Wastewater Enterprise Fund Fiscal Year 2021 – 2022 Annual Budget

PUBLIC WORKS DEPARTMENT - WAS	STEWATER				
WASTEWATER			2020-2021		
ENTERPRISE FUND	2018-2019	2019-2020	<b>AMENDED</b>	2020-2021	2021-2022
REVENUE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
	_				
IND WASTE PERMIT - 4470	1,225	3,450	8,000	300	50,000
STATE GRANTS - 4632	-	-	2,000,000	-	2,000,000
COUNTY GRANTS - 4633	-	-	488,000	-	488,000
INSPECTION FEES - 5010	-	2,540	30,000	30,000	30,000
SEPTIC TANK DISCHARGE - 5060	1,775,112	1,433,165	1,300,000	1,700,000	1,900,000
SEWER CONNECTION FEES - 5061	635,029	518,943	40,000	150,000	400,000
SEWER WET TAP FEES - 5062	8,160	7,160	3,000	2,400	3,000
SEWER SERVICE CHARGES - 5063&	18,340,599	19,180,641	20,000,000	24,000,000	26,000,000
STORMWATER FEES - 5065&5066	70,973	61,548	50,000	50,000	50,000
INT INCOME (EARNED) - 5310	407,903	595,882	500,000	-	-
INT INCOME (ACCRUED) - 5350	42,635	(37,308)	-	-	-
CITATION - 5512	11,800	14,000	10,000	2,500	5,000
COMPLIANCE - 5513	9,950	16,120	8,000	20,000	20,000
PENALTIES - 5514	207,862	113,821		· •	
CAPITAL CONTRIBUTION - 6010	-	-	600,000	-	600,000
GAIN(LOSS)/PROPERTY - 6040	_	_	-	-	· <u>-</u>
MISC REIMBURSMNT - 6520&6510	21,238	1,019	-	-	-
MISC REIMB-INJURY PAY - 6540	1,858	-	-	-	-
BOND/LOAN PROCEEDS - 6920	3,546,903	_	_	-	_
WASTEWATER FUND TOTAL	25,081,247	21,910,981	25,037,000	25,955,200	31,546,000
-	· · ·				
PUBLIC WORKS DEPARTMENT - WAS	STEWATER				
WASTEWATER			2020-2021		
ENTERPRISE FUND	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
EXPENDITURE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
EXPENDITORE SOMIMART	ACTUAL	ACTUAL	BODGET	EST. ACTUAL	ADOFTED
SALARIES & BENEFITS	3,424,698	3,638,007	4,837,876	4,340,595	4,597,888
MAT'L, SVC & SUPPLIES	15,567,008	17,896,359	18,221,226	18,155,104	19,997,685
CAP OUTLAY/TRANSFERS	2,408,023	846,406	5,746,190	5,862,668	6,241,983
TOTAL	21,399,729	22,380,772	28,805,292	28,358,367	30,837,556
' ' ' '	£ 1,555,125	22,300,112	20,000,232	20,330,307	30,037,000

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65071	0	, in the second	·		WASTEWATE	R - DISPOSAL
7110	SALARIES	168,292	170,459	267,314	179,470	274,042
7130	VACATION/SICK CONVERSION	228	9,110	1,519	9,989	10,962
7309	PERS-UAL (EMPLOYER)	-	-	111,433	111,433	72,640
7310	PERS-NORMAL (EMPLOYER)	77,913	86,498	32,992	21,762	33,707
7312	POST RETIREMENT BENEFITS	7,579	3,413	4,239	4,239	5,279
7315	MEDICARE TAX	2,554	2,737	4,544	2,650	4,659
7325	CAFETERIA	21,079	17,697	29,400	18,387	32,704
7330	COMPENSATED ABSENCES	6,598	8,886	-	-	-
7335	WORKERS COMPENSATION	3,298	4,020	4,189	4,189	5,277
7340	LIFE INSURANCE	564	493	816	587	643
7345	LTD INSURANCE	644	568	1,058	685	781
7350	STD INSURANCE	289	254	485	307	358
7355	CAR ALLOWANCE	43	858	1,800	1,772	-
7395	TUITION REIMBURSEMENTS	-	-	750	-	1,500
TOTAL	SALARY & BENEFITS	289,081	304,991	460,539	355,470	442,552
8150	OFFICE SUPPLIES		248	400	400	400
8160	OPERATING SUPPLIES	-	-	400	250	400
8345	LEGAL SERVICES	-	-	5,000	-	5,000
8395	OTHER PROF/TECH SERVICES	-	-	120,000	120,000	120,000
8505	IT SERVICES	166,279	144,605	216,785	216,785	447,401
8510	OVERHEAD REIMBURSEMENT	547,590	573,253	585,787	585,787	600,432
8530	CONTRIBUTIONS	188,166	66,361	445,000	445,000	585,000
8534	DISPOSAL	10,987,699	13,624,000	13,860,000	13,860,000	13,994,000
8552	MEMBERSHIP, DUES & LICENSI	726	804	1,650	200	1,650
8560	PERMITS AND FEES	501	113	22,417	22,417	22,417
8570	PRINTING AND BINDING	-	26	200	200	200
8594	TRAINING/MEETINGS/SCHOOL	687	545	3,400	2,000	3,400
8595	MEALS FOR CITY EMPLOYEES	282	92	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	11,891,930	14,410,047	15,261,039	15,253,039	15,780,300
9911	TRANSFER OUT - POB	-	-	-	-	50,589
TOTAL	OTHER FINANCING USES	-	-	-	-	50,589
ACT	VITY TOTAL	12,181,011	14,715,038	15,721,578	15,608,509	16,273,441

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65072	0			WAS	TEWATER - MA	AINTENANCE
7110	SALARIES	615,191	597,012	940,461	772,333	937,381
7120	OVERTIME	6,267	659	5,000	2,500	5,000
7130	VACATION/SICK CONVERSION	24,505	20,259	22,874	47,746	37,495
7140	FURLOUGH	(1,493)	(1,434)			
7309	PERS-UAL (EMPLOYER)		1	392,041	392,041	248,469
7310	PERS-NORMAL (EMPLOYER)	284,511	318,124	116,072	93,736	115,298
7312	POST RETIREMENT BENEFITS	57,863	32,055	28,402	28,402	33,783
7315	MEDICARE TAX	10,453	10,379	15,988	13,057	15,935
7325	CAFETERIA	123,118	115,568	196,980	155,585	209,304
7330	COMPENSATED ABSENCES	2,769	48,619			
7335	WORKERS COMPENSATION	60,822	98,899	74,001	74,001	70,336
7340	LIFE INSURANCE	1,349	1,289	1,765	1,705	2,377
7345	LTD INSURANCE	1,170	1,158	1,579	1,513	2,411
7350	STD INSURANCE	524	518	725	678	1,106
7360	UNIFORM ALLOWANCE	299	471	600	600	600
7395	TUITION REIMBURSEMENTS		75	1,500	750	1,500
TOTAL	SALARY & BENEFITS	1,187,347	1,243,651	1,797,988	1,584,647	1,680,995
8150	OFFICE SUPPLIES	983	1,320	1,200	1,200	1,200
8160	OPERATING SUPPLIES	52,776	56,832	60,000	60,000	60,000
8170	UNIFORMS	8,163	3,348	11,000	9,000	11,000
8190	VEHICLEACCESSORIES	-	4,475	_		
8395	OTHER PROF/TECH SERVICES	38,991	77,672	120,000	63,008	370,000
8510	OVERHEAD REIMBURSEMENT	269, 195	208,075	216,148	216,148	221,552
8511	FLEET/EQUIP REIMBURSEMEN	120,696	139,973	189,420	189,420	194,308
8515	GEN LIAB/WCOMP INSUR PREI	69,809	65,299	11,489	11,489	33,714
8516	PROPERTY INS CHG/PREMIUN	4,656	4,656	5,057	5,057	47,649
8522	ADVERTISING	297	775	1,000	500	1,000
8532	COPIER RENT/MAINTENANCE	391	399	400	400	
8534	DISPOSAL	_	738	3,000	1,500	3,000
8548	LAUNDRY	483	583	500	600	650
8552	MEMBERSHIP, DUES & LICENSE	812	1,479	2,500	2,500	2,500
8560	PERMITS AND FEES			1,000	1,000	1,000
8564	PEST CONTROL	807	181	2,000	1,000	2,000
8568	POSTAGE AND SHIPPING	23	175	100	100	100
8574	RENT EXPENSE	2.068	701	10,000	3.000	10.000
8576	REPAIRS AND MAINTENANCE	155,577	54,456	225,100	180,000	495,100
8580	SECURITY GUARDS/SYSTEM	1,341	624	900	900	900
8590	MEALS-W/O OVRNIGHT STAY	35		200	100	200
8594	TRAINING/MEETINGS/SCHOOL	10,960	4,925	13,000	10,000	13,000
8595	MEALS FOR CITY EMPLOYEES	753	111	600	300	600
	UTILITIES/WATER	8,703	9,485	30,000	20,000	26,700
	UTILITIES/ELECTRIC & GAS	6,041	5,679	10,000	9,000	10,000
8810	PRINCIPAL	467,098	415,943	424,678	424,678	433,596
8820	INTEREST EXPENSE	247,766	170,322	167,261	161,181	152,272
		1,468,425	1,228,226	1,506,553	1,372,081	2,092,041
	MINOR FURN&EQUIP <\$10,000	1,400,425	4,724	5,000	1,372,001	2,092,041
12.50	MINOR COMPUTERS <\$10,000	276	4,724	5,000		
	FURN & EQUIP >\$10,000	16,405	45.000	25,000		
9060	BUILDINGS & IMPROVEMENTS	6,693	15,988	25,000		
	CAPITAL OUTLAY		20,712	30,000		
	TRANSFER OUT - POB	23,374	20,7 12	30,000	-	170.04
9911			-	-	-	173,042
	OTHER FINANCING USES	•	-	-	-	173,042
ACTI	VITY TOTAL	2,679,145	2,492,589	3,334,541	2,956,728	3,946,078

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65073	<u> </u>	Actual	Actual	•	EWATER-CUS	
7110	SALARIES	124,862	165,094	319,525	278,773	331,563
7130	VACATION/SICK CONVERSION:	348	828	1,157	3,190	13,263
7309	PERS-UAL (EMPLOYER)	-	-	133,197	133,197	87,887
7310	PERS-NORMAL (EMPLOYER)	57.688	70.108	39,436	34.030	40,782
7311	OTHER RETIREMENT BENEFIT	, -	, , , , , , , , , , , , , , , , , , ,	, -	217	, -
7312	POST RETIREMENT BENEFITS	7,210	5,485	9,644	9,644	11,495
7315	MEDICARE TAX	1,982	2,662	5,432	4,371	5,637
7325	CAFETERIA	24,106	31,234	59,535	54,732	71,222
7330	COMPENSATED ABSENCES	(671)	17,412	_	-	_
7335	WORKERS COMPENSATION	2,373	2,169	3,462	3,462	2,434
7340	LIFE INSURANCE	387	460	745	773	747
7345	LTD INSURANCE	390	458	792	766	729
7350	STD INSURANCE	174	206	363	343	334
7355	CAR ALLOWANCE	-	-	-	21	1,539
TOTAL	SALARY & BENEFITS	218,849	296,117	573,288	523,519	567,632
8150	OFFICE SUPPLIES	7	1,125	200	200	200
8330	DATA PROCESSING	375	125	92,000	161,000	70,000
8395	OTHER PROF/TECH SERVICES	378,872	535,796	104,000	104,000	195,000
8510	OVERHEAD REIMBURSEMENT	87,986	70,091	51,556	51,556	52,845
8524	BANK CHARGES AND FEES	99,826	89,087	7,000	25,000	7,000
8560	PERMITS AND FEES	9,474	15,972	2,000	2,000	2,000
8568	POSTAGE AND SHIPPING	46,408	55,667	22,210	22,210	22,210
8570	PRINTING AND BINDING	-	-	4,000	4,000	4,000
8584	SERVICE/MAINT CONTRACTS	-	-	500	500	500
TOTAL	MAT'L, SVC & SUPPLIES	622,948	767,864	283,466	370,466	353,755
9911	TRANSFER OUT - POB	-	-	-	-	61,207
TOTAL	OTHER FINANCING USES	-	-	-	-	61,207
ACTI	VITY TOTAL	841,797	1,063,980	856,754	893,985	982,594

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65074	0	Actual	Actual	U		AINTENANCE
7110	SALARIES	59	-	-	-	-
7310	PERS-NORMAL (EMPLOYER)	27	-	-	-	-
7315	MEDICARE TAX	1	-	-	-	-
7325	CAFETERIA	8	-	-	-	-
7330	COMPENSATED ABSENCES	(40,451)	-	-	-	-
TOTAL	SALARY & BENEFITS	(40,356)	-	-	-	-
8395	OTHER PROF/TECH SERVICES	187,424	-	-	-	-
8510	OVERHEAD REIMBURSEMENT	5,368	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	192,792	-	-	-	-
ACTI	VITY TOTAL	152,436		-	-	-

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
65075					WASTEWA	TER - NPDES
7110	SALARIES	935,183	926,406	1,069,246	961,204	1,089,378
7120	OVERTIME	1,639	520	1,000	-	-
7130	VACATION/SICK CONVERSION:	18,015	10,608	20,469	38,618	43,249
7309	PERS-UAL (EMPLOYER)	-	-	445,726	445,726	286,597
7310	PERS-NORMAL (EMPLOYER)	425,826	480,724	131,966	118,409	132,991
7311	OTHER RETIREMENT BENEFIT	1,072	-	-	-	611
7312	POST RETIREMENT BENEFITS	55,459	31,445	30,626	30,626	36,011
7315	MEDICARE TAX	15,357	15,104	18,177	15,821	18,519
7325	CAFETERIA	176,950	173,586	212,415	191,828	223,112
7330	COMPENSATED ABSENCES	51,453	69,758	-	-	-
7335	WORKERS COMPENSATION	84,761	80,539	69,919	69,919	68,471
7340	LIFE INSURANCE	1,774	1,792	2,102	2,086	2,077
7345	LTD INSURANCE	1,439	1,520	1,998	1,851	1,891
7350	STD INSURANCE	645	680	917	829	868
7355	CARALLOWANCE	-	-	-	42	684
7360	UNIFORMALLOWANCE	204	566	-	-	-
7395	TUITION REIMBURSEMENTS	-	-	1,500	-	2,250
TOTAL	SALARY & BENEFITS	1,769,777	1,793,248	2,006,061	1,876,959	1,906,709
8150	OFFICE SUPPLIES	1,024	669	2,000	2,000	3,500
8160	OPERATING SUPPLIES	53	734	2,500	250	1,000
8345	LEGAL SERVICES	-	-	7,500	-	7,500
8395	OTHER PROF/TECH SERVICES	294,618	430,554	815,000	815,000	849,000
8510	OVERHEAD REIMBURSEMENT	246,507	207,978	221,705	221,705	227,248
8511	FLEET/EQUIP REIMBURSEMEN	4,037	7,284	9,412	9,412	4,191
8522	ADVERTISING	180	-	500	-	500
8530	CONTRIBUTIONS	1,000	-	1,000	1,000	1,000
8532	COPIER RENT/MAINTENANCE	-	-	200	-	-
8560	PERMITS AND FEES	48,435	49,703	49,000	53,000	52,500
8570	PRINTING AND BINDING	2,226	2,314	4,300	1,200	4,300
8572	PROMOTIONS	4,772	5,390	6,000	3,200	6,000
8588	SUBSCRIPTIONS	150	-	-	-	-
8594	TRAINING/MEETINGS/SCHOOL	5,650	2,408	12,000	7,050	12,000
8595	MEALS FOR CITY EMPLOYEES	139	47	1,000		1,000
TOTAL	MAT'L, SVC & SUPPLIES	608,790	707,081	1,132,117	1,113,817	1,169,739
9911	TRANSFER OUT - POB	-	-	-	-	199,595
TOTAL	OTHER FINANCING USES	-		-	-	199,595
ACT	VITY TOTAL	2,378,566	2,500,329	3,138,178	2,990,776	3,276,043

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65090	0	•	•		WASTEWATER	- PROJECTS
8160	OPERATING SUPPLIES	87	-	-	-	-
8325	CONSULTING SERVICES	206,309	88,910	(300,000)	(300,000)	500,000
8335	ENGINEERING SERVICES	50,000	65,708	(63,456)	(63,456)	-
8336	INTERNAL ENG DESIGN	347,670	147,601	222,549	222,549	5,000
8337	INTERNAL INSPECT/MGMT	86,704	66,309	244,208	244,208	90,300
8395	OTHER PROF/TECH SERVICES	164,651	408,232	(20,600)	(20,600)	-
8396	INTERNAL PROF/TECH SVCS	3,981	4,130	-	-	-
8522	ADVERTISING	372	-	250	250	-
8544	JANITORIAL SERVICES	-	-	(150)	(150)	100
8560	PERMITS AND FEES	-	-	(44,750)	(44,750)	50
8820	INTEREST EXPENSE	(77,651)	-	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	782,123	780,891	38,051	38,051	595,450
9050	LAND	-	-	(50,000)	(50,000)	-
9060	BUILDINGS & IMPROVEMENTS	-	-	(547,700)	(547,700)	-
9065	INFRASTRUCTURE	1,777,152	800,930	6,313,890	6,313,890	4,159,550
TOTAL	CAPITAL OUTLAY	1,777,152	800,930	5,716,190	5,716,190	4,159,550
9910	TRANSFER OUT	-	-	-	-	918,000
TOTAL	OTHER FINANCING USES	-	-	-	-	918,000
ACTI	VITY TOTAL	2,559,275	1,581,821	5,754,241	5,754,241	5,673,000

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
65095	0			V	/ASTEWATER-	EQUIP/IT REP
8160	OPERATING SUPPLIES	-	-	-	-	200
8576	REPAIRS AND MAINTENANCE	-	-	-	-	200
8584	SERVICE/MAINT CONTRACTS	-	-	-	7,650	6,000
TOTAL	MAT'L, SVC & SUPPLIES	-	-	-	7,650	6,400
9040	VEHICLES	604,683	24,764	-	112,528	678,000
9041	VEHICLE IMPROVEMENTS	2,814	-	-	33,950	2,000
TOTAL	CAPITAL OUTLAY	607,497	24,764	-	146,478	680,000
ACTI	VITY TOTAL	607,497	24,764	-	154,128	686,400

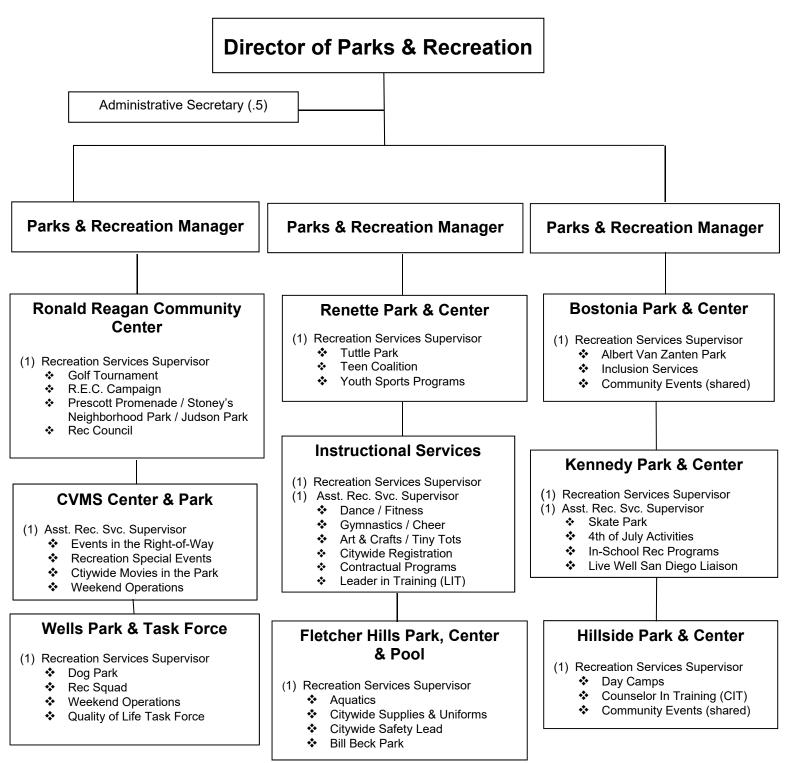
# City of El Cajon Wastewater Enterprise Fund

Fiscal Year 2021 – 2022 Annual Budget



### PARKS & RECREATION DEPARTMENT

FY 2021-2022



# Parks & Recreation Department Fiscal Year 2021 – 2022 Annual Budget



### **Parks & Recreation Department**

Fiscal Year 2021 - 2022 Annual Budget



**PARKS & RECREATION DEPARTMENT** 

#### **Mission Statement:**

The City of El Cajon Parks & Recreation Department develops youth, supports families, and provides safe places.

#### **Description:**

The Parks & Recreation Department emphasizes the support of El Cajon youth and families by providing safe, affordable and quality recreation facilities and programs. Comprehensive, structured, recreation programs for ages six-months through adult are offered. Five full-service community recreation centers, one combination banquet and meeting facility, nine sports fields, a skate park, an off-leash dog park, and spring and summer aquatics program provide recreation opportunities to tens of thousands of people each month.

#### Goals:

- 1. Implementation of the fourth of a five year strategic plan, focusing on the following areas: (To be completed by end of 4th quarter.)
  - a. Marketing Increase the department's social media presence through Facebook, Instagram and other forms of social media through a variety of strategies. Expand the marketing sponsorship with CVUSD, utilizing their duplication services facility to create an array of marketing materials.
  - b. Programs and Services Begin creating a parks and recreation master plan document that will be a multi-year process.
  - c. Facilities & Maintenance Create standardized cleaning and disinfecting procedures for all parks and recreation facilities.
- 2. Continue to collaborate with community partners for annual special events including; The 4<sup>th</sup> of July Picnic and Fireworks, HauntFest, Mother Goose Parade.
  - a. Achieve recognition as the region's "outdoor event center", contributing to economic growth and promoting civic pride.
- 3. Continue to enhance existing communication and collaboration between departments during special events in the right-of-way. Increase community engagement thru volunteerism.
- 4. Continue to maintain department capability to implement emergency procedures and fulfill the department's role in the City's disaster preparedness plan.

# Parks & Recreation Department Fiscal Year 2021 – 2022 Annual Budget

#### **PARKS & RECREATION DEPARTMENT**

BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Recreation - 165000	3,003,216	3,028,703	3,216,451	2,908,767	3,511,063
Community Events - 103000	230,186	163,021	132,900	80,600	125,450
GENERAL FUND TOTAL	3,233,402	3,191,724	3,349,351	2,989,367	3,636,513
Recreation Programs - 240000	586,106	389,827	738,134	463,635	737,744

#### **PARKS & RECREATION DEPARTMENT**

DETAIL OF PERSONNEL SERVICES					
JOB CLASSIFICATION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ADOPTED	
Administrative Secretary	1.00	1.00	0.50	0.50	
Assistant Recreation Services Supervisor	3.45	3.45	2.50	2.50	
Director of Recreation	1.00	1.00	1.00	1.00	
Recreation Services Manager	3.00	3.00	3.00	3.00	
Recreation Services Supervisor	7.00	7.00	7.50	7.75	
General Fund Total	15.45	15.45	14.50	14.75	
Assistant Recreation Services Supervisor	0.55	0.55	0.55	0.50	
Recreation Services Supervisor	0.00	0.00	0.00	0.25	
Recreation Programs Fund Total	0.55	0.55	0.55	0.75	

#### **PARKS & RECREATION DEPARTMENT**

			2020-2021		
GENERAL FUND	2018-2019	2019-2020	AMENDED	2020-2021	2021-2022
REVENUE SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
GYM FEES - 5006	5,806	3,831	6,000	375	6,000
DONATIONS - 6020	65,000	33,000	74,000	25,000	74,000
FUNDRAISING/PROMOS - 6030	1,000	-	-	-	-
POOL FACILITY RENTAL - 6071	240	480	2,000	-	2,000
COMM. CTR. RENTAL - 6072	81,347	64,490	85,000	(11,709)	85,000
FACILITY RENTAL FEES - 6073	68,639	53,254	84,500	12,260	85,000
MISC REIMBURSMTS - 6520	4,184	2,117	6,000	1,695	500
GENERAL FUND TOTAL	226,216	157,172	257,500	27,621	252,500

# Parks & Recreation Department Fiscal Year 2021 – 2022 Annual Budget

#### PARKS & RECREATION DEPARTMENT

INTERDEPARTMENTAL CHARGES AND COST R	ECOVERY
EXPENDITURE SUMMARY	
ADOPTED BUDGET	3,636,513
ALLOCATED COST	1,047,497
TOTAL	4,684,010
% ALLOCATED COST	29%
REVENUE SUMMARY FEES AND CHARGES	252.500
TAX AND OTHER GENERAL REVENUE SUPPORT	4,431,510
TOTAL	
	4,684,010
% TAX SUPPORT	95%
% FEE SUPPORT	5%

#### **PARKS & RECREATION DEPARTMENT**

GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	2,440,677	2,476,861	2,674,426	2,392,589	2,664,983
MAT'L, SVC & SUPPLIES	777,676	710,933	669,125	591,578	675,319
CAP OUTLAY/TRANSFERS	15,049	3,930	5,800	5,200	296,211
TOTAL	3,233,402	3,191,724	3,349,351	2,989,367	3,636,513

Acct #	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
10300	0			CO	MMUNITY SV	CS & EVENTS
8150	OFFICE SUPPLIES	97	117	-	-	
8160	OPERATING SUPPLIES	29,991	27,170	25,000	25,000	25,400
8395	OTHER PROF/TECH SERVICES	74,164	73,582	42,000	26,000	42,000
8515	GEN LIAB/WCOMP INSUR PREI	12,806	6,591	9,000	9,000	-
8522	ADVERTISING	5,373	3,091	3,000	3,000	3,350
8530	CONTRIBUTIONS	20,000	-	5,000	-	5,000
8560	PERMITS AND FEES	200	100	-	-	-
8570	PRINTING AND BINDING	617	133	3,000	1,800	3,300
8572	PROMOTIONS	13,510	12,463	15,000	6,500	15,000
8574	RENT EXPENSE	66,281	29,855	21,000	4,000	21,500
8580	SECURITY GUARDS/SYSTEM	1,443	429	4,400	1,800	4,400
8594	TRAINING/MEETINGS/SCHOOL	4,950	5,043	5,000	3,000	5,000
8595	MEALS FOR CITY EMPLOYEES	755	517	500	500	500
TOTAL	MAT'L, SVC & SUPPLIES	230,186	159,091	132,900	80,600	125,450
9010	MINOR FURN&EQUIP <\$10,000	-	3,930	-	-	-
TOTAL	CAPITAL OUTLAY		3,930	-	-	-
ACTI	VITY TOTAL	230,186	163,021	132,900	80,600	125,450

# Parks & Recreation Department Fiscal Year 2021 – 2022 Annual Budget

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
16500	0	•	•			RECREATION
7110	SALARIES	1,516,528	1,516,771	1,623,513	1,346,383	1,777,895
7120	OVERTIME	8,110	2,806	8,217	2,800	8,217
7130	VACATION/SICK CONVERSION:	31,031	11,843	25,900	8,227	60,131
7140	FURLOUGH	(4,375)	-			-
7309	PERS-UAL (EMPLOYER)	-	-	540,364	540,364	294,661
7310	PERS-NORMAL (EMPLOYER)	511,345	580,773	159,986	141,647	177,707
7311 7312	OTHER RETIREMENT BENEFIT	30,559	29,176	24,543	14,790	24,984
7315	POST RETIREMENT BENEFITS MEDICARE TAX	60,820 23,371	37,174 23,749	30,733 27,600	30,733 21,075	34,604 30,224
7315	CAFETERIA	198,538	186,555	185,220	197,140	214,391
7335	WORKERS COMPENSATION	58,374	35,678	38.218	38,218	31,479
7336	UNEMPLOYMENT INSURANCE	984	41,569	30,210	39,907	31,478
7340	LIFE INSURANCE	1,906	1,903	1,929	2,179	2,003
7345	LTD INSURANCE	1,583	1,662	1,620	1,935	1,828
7350	STD INSURANCE	709	744	743	867	839
7355	CARALLOWANCE	171	3,429	3.240	3,774	3.420
7360	UNIFORMALLOWANCE	846	691	1,100	1,050	1,100
7395	TUITION REIMBURSEMENTS	175	2.337	1,500	1,500	1,500
TOTAL	SALARY & BENEFITS	2.440.677	2,476,861	2,674,426	2.392.589	2,664,983
8120	AWARDS AND PRESENTATION	481	486	400	400	500
8140	JANITORIAL SUPPLIES	45	_	-		-
8150	OFFICE SUPPLIES	4,057	2,901	3,400	3,700	3,700
8160	OPERATING SUPPLIES	8,924	14,398	20,800	18,000	21,200
8170	UNIFORMS	759	1,593	2,500	2,500	2,600
8330	DATA PROCESSING	699				
8355	RECORDS MANAGEMENT	139	_	_		-
8395	OTHER PROF/TECH SERVICES	1,500	2,274	2,000	1,500	2,000
8505	IT SERVICES	160,927	175,372	138,710	138,710	175,566
8511	FLEET/EQUIP REIMBURSEMEN	-	-	1,077	1,077	1,217
8515	GEN LIAB/WCOMP INSUR PREI	14,997	14,121	-	-	-
8516	PROPERTY INS CHG/PREMIUN	38,376	38,376	41,681	41,681	20,421
8522	ADVERTISING	-	66	750	-	750
8528	COMMUNICATIONS	-	15	-	-	-
8532	COPIER RENT/MAINTENANCE	2,718	3,322	3,800	3,800	-
8552	MEMBERSHIP, DUES & LICENSE	3,963	2,944	3,650	3,650	3,850
8560	PERMITS AND FEES	1,118	349	840	840	840
8564	PEST CONTROL	1,756	3,457	4,500	5,600	5,600
8568	POSTAGE AND SHIPPING	-	95	150	50	150
8570	PRINTING AND BINDING	15,206	10,803	19,500	17,200	19,500
8572	PROMOTIONS	100	4.440	400	400	400
8574 8576	RENT EXPENSE	795	1,440	850	600	850
85/6	REPAIRS AND MAINTENANCE SECURITY GUARDS/SYSTEM	2,115 711	5,461	6,592 900	5,200 900	6,600 900
	SERVICE/MAINT CONTRACTS	6,825	1,785	900	900	900
1	SFTWAREAGRMT/IT LICENSES	0,023		-	-	
8588		-	17	75	-	75
	TRAINING/MEETINGS/SCHOOL	12,058	4,174	8,750	6,000	8,750
1	MEALS FOR CITY EMPLOYEES	631	167	400	400	400
1	UTILITIES/WATER	5,928	7,075	9,000	8,150	9,000
8599	UTILITIES/ELECTRIC & GAS	262,660	261,151	265,500	250,620	265,000
	MAT'L, SVC & SUPPLIES	547,490	551,842	536,225	510,978	549,869
9010	MINOR FURN&EQUIP <\$10,000	15,049		5,800	5,200	48,000
9035	FURN & EQUIP >\$10,000		_	-		30,000
9060		-	-	-	_	13,000
	CAPITAL OUTLAY	15,049		5,800	5,200	91,000
9911	TRANSFER OUT - POB	13,043		3,000	3,200	205,211
						_
	OTHER FINANCING USES	2 000 010	2 000 700	2 040 454	0.000.707	205,211
ACT	VITY TOTAL	3,003,216	3,028,703	3,216,451	2,908,767	3,511,063

# Parks & Recreation Department Fiscal Year 2021 – 2022 Annual Budget

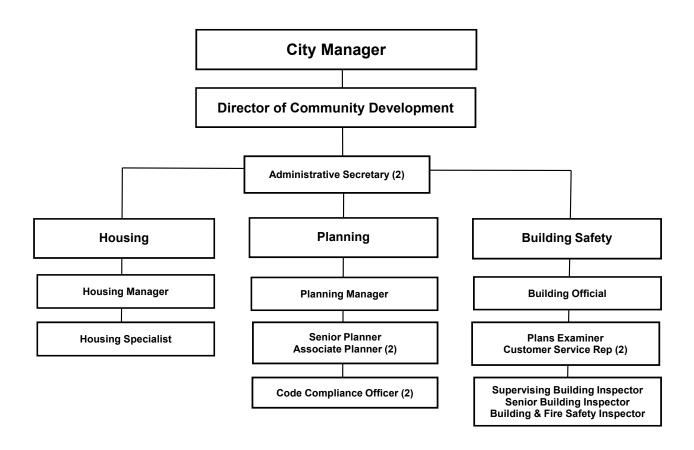
Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
24000						N PROGRAMS
7110	SALARIES	287,385	209,191	351,064	222,141	335,476
7120	OVERTIME	154	8	-	-	-
7130	VACATION/SICK CONVERSION:	-	-	-	-	1,939
7309	PERS-UAL (EMPLOYER)	-		86,630	86,630	*
7310	PERS-NORMAL (EMPLOYER)	44,181	30,766	25,649	12,432	
7311	OTHER RETIREMENT BENEFIT	15,996	10,893	10,744	9,110	
7312	POST RETIREMENT BENEFITS	5,731	1,828	2,120	2,120	-
7315	MEDICARE TAX	5,004	2,269	5,968	3,328	
7325	CAFETERIA	3,253	2,868	14,700	10,981	11,475
7335	WORKERS COMPENSATION	11,070	3,554	8,871	8,871	6,901
7340	LIFE INSURANCE	72	(46)	158	40	39
7360	UNIFORMALLOWANCE	22	16		-	-
TOTAL	SALARY & BENEFITS	372,867	261,347	505,904	355,653	410,518
	AWARDS AND PRESENTATION	-	319	-	-	-
8150	OFFICE SUPPLIES	-	42	-	20	-
8160	OPERATING SUPPLIES	83,429	56,871	76,650	38,000	•
8170	UNIFORMS	749	500	2,450	2,450	*
8395	OTHER PROF/TECH SERVICES	44,016	11,927	60,800	7,000	*
8505	IT SERVICES	5,729	6,243	9,566	9,566	8,927
8524	BANK CHARGES AND FEES	11,060	7,766	9,200	3,200	*
8552	MEMBERSHIP, DUES & LICENSE	-	-	2,400	2,120	2,400
8560	PERMITS AND FEES	446	-	450	450	
8568	POSTAGE AND SHIPPING	16	59	250	120	250
8570	PRINTING AND BINDING	26,071	24,559	30,000	26,100	30,000
8572	PROMOTIONS	4,210	1,979	6,650	2,200	6,650
8574	RENT EXPENSE	1,166	11,232	12,500	6,000	12,500
8576	REPAIRS AND MAINTENANCE	952	316	12,000	5,200	12,000
8580	SECURITY GUARDS/SYSTEM	2,435	1,230	2,600	1,200	2,600
8594	TRAINING/MEETINGS/SCHOOL	1,357	2,022	-	-	-
8595	MEALS FOR CITY EMPLOYEES	207	105	-	16	
TOTAL	MAT'L, SVC & SUPPLIES	181,843	125,170	225,516	103,642	224,877
9010	MINOR FURN&EQUIP <\$10,000	274	3,310	6,714	4,340	50,400
9035	FURN & EQUIP >\$10,000	19,583	-	-	-	30,000
9060	BUILDINGS & IMPROVEMENTS	11,539	-	-	-	13,000
TOTAL	CAPITAL OUTLAY	31,396	3,310	6,714	4,340	93,400
9911	TRANSFER OUT - POB	-	-	-	-	8,949
TOTAL	OTHER FINANCING USES	-		-	-	8,949
ACTI	VITY TOTAL	586,106	389,827	738,134	463,635	737,744

# **Parks & Recreation Department**

Fiscal Year 2021 – 2022 Annual Budget



# Community Development Department FY 2021-22





### **Community Development Department**

Fiscal Year 2021 - 2022 Annual Budget

# **Project Assistance Center**

### **Building • Engineering • Housing • Planning**

#### COMMUNITY DEVELOPMENT DEPARTMENT

#### **Mission Statement:**

Dedicated to working every day for a better El Cajon through building, code compliance, housing, and planning activities.

#### **Description:**

Building Safety improves the quality of life for both residents and visitors by assuring the interests of life, health, and safety through the implementation of codes and standards as they relate to construction and maintenance of structures. Building Safety is a component of the Project Assistance Center (PAC), providing technical expertise and knowledge on all aspects of the construction process from first-time plan submittal through final inspection. These professionals are responsible for implementation of all Federal, State, and local codes relating to accessibility, energy efficiency, green building standards, exiting systems, structural systems, electrical systems, plumbing systems, fair housing law, seismic restraint, etc.

On a daily basis, Building Safety routes permits through the PAC, conducts plan checks and inspections, issues permits, and answers inquiries. Building Safety is responsible for implementing the City's graffiti eradication program, processes substandard abatements, as well as, providing technical assistance, and responding to emergency service calls for structural evaluation.

Housing provides management and fiscal oversight to numerous housing and community development programs, activities and projects that address the City's housing and community development goals. Staff serves as the liaison with the U.S. Department of Housing & Urban Development (HUD), the California Department of Housing & Community Development (HCD), the County of San Diego, and other agencies to address affordable housing production, housing affordability, fair housing activities, and homelessness. Staff also works cooperatively across multiple city departments to facilitate capital improvements, affordable housing development, community and economic development, homeownership, homelessness, and home improvements.

In addition, Housing staff administers the Community Development Block Grant (CDBG) Program, the HOME Program, the Low- and Moderate- Income Housing Asset Fund (LMIHAF), and other state and federal grant resources as they become available, as well as managing the City's housing loan portfolio consisting of nearly 300 active loans made in previous years. These funding sources assist the City in meeting El Cajon's community development and housing goals outlined in the Housing Element and the City's Five-Year Consolidated Plan for federal funding.

Planning oversees the preparation of land-use plans, policies and regulations, while maintaining and implementing these programs. Planning takes the lead on long-range planning efforts for the City working collaboratively with other departments and disciplines in the City on focused planning efforts, new policies, and implementing ordinances. The Planning group maintains the General Plan, which is the City's overall vision for growth and development, and regularly updates and implements the Housing Element in compliance with state law. Planning manages grant-funded planning projects and regularly seeks out and applies for new grant funding opportunities.

### **Community Development Department**

Fiscal Year 2021 - 2022 Annual Budget

Planning, in concert with the other development disciplines, supports the PAC by managing development projects through the planning permit process, reviewing discretionary projects and building permits for conformance with the General Plan and Zoning Code, providing CEQA compliance for private and public projects, and supporting project concept and development with early assistance to potential project applicants, developers, property owners, and other stakeholders in understanding the complex framework of plans, policies and regulations.

Planning is responsible for providing staff support to the Planning Commission and City Council on all land-use development and policy matters. The Planning Commission is responsible for reviewing or approving many discretionary permits in the City and acts to refine planning and land-use issues in serving as an advisory body to the City Council, as set forth in state law and the municipal code.

Staff also actively participates in activities of the San Diego Association of Governments (SANDAG), as it carries out its regional planning and funding programs. Staff also participates in the East County Economic Development Council, the East County Chamber of Commerce, and the Downtown El Cajon Property Based Improvement District (PBID) as they seek to foster economic prosperity in East County.

The Code Compliance team enforces the municipal code for matters subject to a civil penalty. Typical code issues involve public health, safety, and nuisance violations. Code compliance officers work closely with property owners to address code violations and actively manage cases to resolve issues quickly and efficiently.

#### Goals:

- Complete the update to the residential design and development standards.
- Complete a zoning code update to modernize and streamline processes, incorporate business and economic development incentives, implement the Housing Element and address changes to state law.
- Complete an Accessory Dwelling Unit Incentive Plan.
- Complete all development reviews of entitlements within established timeframes.
- Offer quarterly training opportunities for staff.
- Conduct substandard building abatements as needed.
- Continue implementation of the Proactive Apartment Inspection Program.
- Continue to process plans, issue permits and conduct plan review in a timely manner.
- Improve the customer experience by adding new guidance and improved information tools to provide current project information and assist with online application submittals.
- Continue to improve processes in response to changing staffing needs and workload demands.
- Continue to improve quality control of permitted plans.
- Continue to provide high-quality management and support for multiple housing and community development activities.
- Restart the single-family home rehabilitation program, as well as the mobile home rehabilitation program during the year.
- Increase participation in the first-time homebuyer program.
- Actively seek new grant opportunities to enhance current housing programs and explore regional partnerships and activities to address housing, homelessness, and related concerns.
- Actively seek to work with one or more developers to identify and participate in a project(s) to
  provide additional housing units near the Transit District Specific Plan Area, or other suitable
  location.

# Community Development Department Fiscal Year 2021 – 2022 Annual Budget

#### COMMUNITY DEVELOPMENT DEPARTMENT

BUDGET ACTIVITY EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
Housing Admin 170110	428,470	498,492	570,407	532,438	439,392
Planning 170510	1,232,165	1,290,098	997,141	1,055,500	1,273,626
Building/Fire Sfty 171000	1,296,312	1,290,351	1,007,299	980,884	1,394,458
GENERAL FUND TOTAL	2,956,947	3,078,941	2,574,847	2,568,822	3,107,476
CDBG Grant 270900	1,664,806	1,331,532	1,364,440	2,137,897	1,284,319
HOME Grant 275900	543,804	1,750,048	646,351	307,119	596,686
CD Misc Grants 265900	182,844	-	310,000	85,000	225,000
CASP (AB1379) 266000	5,083	3,853	27,910	15,290	27,340
CalHome Grant 280000	-	-	-	-	64,588
LMIHAF Admin 298110	87,460	82,289	217,917	240,124	392,871
LMIHAF Projects 298900	491,735	2,811,186	7,032,670	321,671	2,843,950
Housing In Lieu 299900	-		303,000	-	303,000

#### COMMUNITY DEVELOPMENT DEPARTMENT

DETAIL OF PERSONNEL SERVICES						
JOB CLASSIFICATION	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 ACTUAL	2021-2022 ADOPTED		
Administrative Secretary	1.00	1.00	1.00	2.00		
Assistant Planner	2.00	2.00	0.00	0.00		
Associate Planner	1.00	1.00	2.00	2.00		
Building Inspector	3.00	3.00	1.00	1.00		
Building Official/Deputy Director	1.00	1.00	1.00	1.00		
Code Compliance Officer	2.00	2.00	2.00	2.00		
Customer Service Rep	1.00	3.00	3.00	2.00		
Deputy Director of Community Development	0.00	0.00	0.00	0.00		
Director of Community Development	1.00	1.00	1.00	1.00		
Housing Manager	0.00	1.00	1.00	0.70		
Housing Specialist	0.00	1.00	1.00	0.00		
Junior Planner	0.00	0.00	0.00	0.00		
Planning Manager	0.00	1.00	1.00	1.00		
Plans Examiner	1.00	1.00	1.00	1.00		
Secretary	2.00	0.00	0.00	0.00		
Senior Building Inspector	1.00	1.00	1.00	1.00		
Senior Management Analyst	1.00	0.00	0.00	0.00		
Senior Planner	1.00	0.00	1.00	1.00		
Supervising Building Inspector	1.00	1.00	1.00	1.00		
General Fund Total	19.00	20.00	18.00	16.70		
Housing Manager	0.00	0.00	0.00	0.20		
Housing Specialist	0.00	0.00	0.00	1.00		
CDBG Fund Total	0.00	0.00	0.00	1.20		
Housing Manager	0.00	0.00	0.00	0.10		
HOME Fund Total	0.00	0.00	0.00	0.10		

GENERAL FUND REVENUE	2018-2019	2019-2020	2020-2021 AMENDED	2020-2021	2021-2022
SUMMARY	ACTUAL	ACTUAL	BUDGET	EST. ACTUAL	ADOPTED
TOBACCO LICENSE - 4430	74,969	73,027	70,000	74,000	73,000
BUILDING PERMIT - 4450	1,632,107	1,376,960	1,200,000	1,400,000	1,400,000
BLDG PRMT - CODE - 4451	161,856	171,990	100,000	120,000	120,000
BLDG PRMT - GEN PLN - 4452	31,076	34,020	20,000	25,000	25,000
BLDG PRMT - PLANNG - 4453	9,308	9,386	8,000	15,000	15,000
FIRE PERMIT - 4460	14,906	794	200	20,000	-
MICROFILMING FEES - 5031	38,748	49,165	40,000	10,000	8,000
PLAN REVIEW FEES - 5032	125,504	87,539	85,000	130,000	130,000
ABATEMENT - 5511	12,090	1,413	10,000	-	5,000
CITATION - 5512	18,316	51,677	5,000	1,500	1,000
PENALTIES - 5514	142	10,425	4,000	48,000	40,000
SALE OF ITEMS - 6060	16	985	-	-	-
MISC REIMBRSMT - 6520	1,907	1,470	1,000	1,000	1,00
EXPENSE REC/REIMB - 6530	209,806	208,929	218,676	240,634	392,000
TRANSFER IN - 6910	1,236	11,956	1,170	1,350	1,400
GENERAL FUND TOTAL	2,331,987	2,089,736	1,763,046	2,086,484	2,211,40

COMMUNITY DEVELOPMENT DEPARTMENT	
INTERDEPARTMENTAL CHARGES AND COST RECOVERY	
EXPENDITURE SUMMARY	0 407 470
ADOPTED BUDGET ALLOCATED COST	3,107,476 302,102
TOTAL	3,409,578
% ALLOCATED COST	10%
REVENUE SUMMARY	
FEES AND CHARGES	2,211,400
TAX AND OTHER GENERAL REVENUE SUPPORT	1,198,178
TOTAL	3,409,578
% TAX SUPPORT	35%
% FEE SUPPORT	65%

COMMUNITY DEVELOPMENT DEF	PARTMENT				
GENERAL FUND EXPENDITURE SUMMARY	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 AMENDED BUDGET	2020-2021 EST. ACTUAL	2021-2022 ADOPTED
SALARIES & BENEFITS	2,478,137	2,632,424	1,931,831	1,995,608	2,146,107
MAT'L, SVC & SUPPLIES	439,730	446,076	643,016	573,214	714,380
CAP OUTLAY/TRANSFERS	39,080	441	-	-	246,989
TOTAL	2,956,947	3,078,941	2,574,847	2,568,822	3,107,476

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
17011						
7110	SALARIES	188,413	233,275	256,223	219,181	180,491
7120	OVERTIME	569	220	-	312	-
7130	VACATION/SICK CONVERSION:	1,193	7,648	6,559	21,968	4,874
7140	FURLOUGH	(545)	(602)	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	106,809	106,809	47,842
7310	PERS-NORMAL (EMPLOYER)	84,834	100,834	31,623	25,757	22,200
7311	OTHER RETIREMENT BENEFIT	360	437	-	-	-
7312	POST RETIREMENT BENEFITS	7,210	4,753	6,465	6,465	4,106
7315	MEDICARE TAX	3,002	3,598	4,356	3,495	3,068
7325	CAFETERIA	26,510	24,819	38,367	27,369	25,436
7335	WORKERS COMPENSATION	1,755	7,883	1,484	1,484	879
7336	UNEMPLOYMENT INSURANCE	-	2,700	-	5,960	-
7340	LIFE INSURANCE	579	751	793	707	502
7345	LTD INSURANCE	634	852	953	806	610
7350	STD INSURANCE	284	381	437	361	280
7355	CARALLOWANCE	43	858	810	943	855
TOTAL	SALARY & BENEFITS	314,839	388,407	454,879	421,617	291,143
8150	OFFICE SUPPLIES	1,466	2,390	1,500	2,481	1,800
8355	RECORDS MANAGEMENT	-	441	450	624	600
8505	IT SERVICES	19,458	26,402	20,462	20,462	29,205
8515	GEN LIAB/W COMP INSUR PREI	4,578	2,765	8,908	8,908	-
8516	PROPERTY INS CHG/PREMIUN	10,000	-	-	-	-
8532	COPIER RENT/MAINTENANCE	-	-	400	-	-
8568	POSTAGE AND SHIPPING	-	-	30	30	30
8570	PRINTING AND BINDING	-	-	1,250	470	625
8573	PROPERTY TAX ASSESSMENT	77,646	77,646	81,528	77,646	81,528
8594	TRAINING/MEETINGS/SCHOOL	55	-	1,000	200	1,000
TOTAL	MAT'L, SVC & SUPPLIES	113,203	109,644	115,528	110,821	114,788
9010	MINOR FURN&EQUIP <\$10,000	428	441	-	-	-
TOTAL	CAPITAL OUTLAY	428	441	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	33,461
TOTAL	OTHER FINANCING USES	-		-	-	33,461
ACTI	VITY TOTAL	428,470	498,492	570,407	532,438	439,392

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
17051	0				PLANN	NG DIVISION
7110	SALARIES	612,944	613,304	407,604	490,177	577,795
7120	OVERTIME	1,546	1,242	1,500	-	-
7130	VACATION/SICK CONVERSION	3,578	19,444	14,884	18,436	25,488
7140	FURLOUGH	(5,455)	(4,938)	-	-	-
7309	PERS-UAL (EMPLOYER)	-	-	169,914	169,914	150,993
7310	PERS-NORMAL (EMPLOYER)	283,192	318,518	50,306	59,851	70,066
7311	OTHER RETIREMENT BENEFIT	-	454	-	-	611
7312	POST RETIREMENT BENEFITS	28,839	19,013	16,320	16,320	15,718
7315	MEDICARE TAX	9,292	9,500	6,929	7,561	9,823
7325	CAFETERIA	115,758	108,217	64,166	84,559	97,385
7335	WORKERS COMPENSATION	12,694	14,723	5,192	5,192	9,068
7336	UNEMPLOYMENT INSURANCE	-	222	-	472	-
7340	LIFE INSURANCE	1,040	1,095	864	1,086	1,027
7345	LTD INSURANCE	789	883	906	1,027	1,005
7350	STD INSURANCE	353	396	416	460	461
7355	CAR ALLOWANCE	129	2,572	2,430	2,830	2,565
7395	TUITION REIMBURSEMENTS	-	750	1,500	-	-
TOTAL	SALARY & BENEFITS	1,064,699	1,105,396	742,931	857,885	962,005
8150	OFFICE SUPPLIES	2,544	2,953	2,500	2,500	2,500
8160	OPERATING SUPPLIES	513	104	500	500	500
8320	COMMISSIONERS FEES	6,900	6,150	9,000	9,000	9,000
8395	OTHER PROF/TECH SERVICES	24,470	61,811	151,000	100,000	80,000
8505	IT SERVICES	77,833	80,699	58,684	58,684	73,731
8511	FLEET/EQUIP REIMBURSEMEN	435	1,340	1,652	1,652	761
8515	GEN LIAB/WCOMP INSUR PRE	13,432	12,647	7,039	7,039	1,309
8516	PROPERTY INS CHG/PREMIUN	8,365	8,365	9,085	9,085	10,891
8520	VEHICLE REPLACEMNT CHAR	2,476	1,321	-	-	-
8522	ADVERTISING	759	-	750	750	750
8524	BANK CHARGES AND FEES	-	28	-	200	250
8528	COMMUNICATIONS	-	-	-	55	-
8552	MEMBERSHIP, DUES & LICENS!	2,306	3,682	3,500	3,000	3,500
8560	PERMITS AND FEES	398	3	400	400	400
8568	POSTAGE AND SHIPPING	50	119	100	100	100
8570	PRINTING AND BINDING	1,184	-	1,500	500	1,500
8576	REPAIRS AND MAINTENANCE	67	-	-	-	-
8588	SUBSCRIPTIONS	-	-	-	150	300
8594	TRAINING/MEETINGS/SCHOOL	8,027	4,920	8,000	4,000	8,000
8595	MEALS FOR CITY EMPLOYEES	446	213	500	-	500
TOTAL	MAT'L, SVC & SUPPLIES	150,204	184,355	254,210	197,615	193,992
9910	TRANSFER OUT	17,262	-	-	-	-
9911	TRANSFER OUT - POB	-	-	-	-	117,629
	OTHER FINANCING USES	17,262	-	-	-	117,629
ACT	VITY TOTAL	1,232,164	1,289,751	997,141	1,055,500	1,273,626

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22		
		Actual	Actual	Budgeted	Estimated	Adopted		
17100	0				BUILDING AND FIRE SF			
7110	SALARIES	633,712	622,047	377,855	379,158	527,643		
7120	OVERTIME	1,328	1,071	1,000	-	-		
7130	VACATION/SICK CONVERSION:	11,988	40,168	37,000	27,915	20,780		
7140	FURLOUGH	(1,822)	(3,718)	-	-	-		
7309	PERS-UAL (EMPLOYER)	-	-	157,513	157,513	137,700		
7310	PERS-NORMAL (EMPLOYER)	272,251	310,750	46,635	40,974	63,897		
7311	OTHER RETIREMENT BENEFIT	3,532	2,008	-	-	611		
7312	POST RETIREMENT BENEFITS	34,200	22,548	15,367	15,367	17,009		
7315	MEDICARE TAX	10,042	10,294	6,424	6,393	8,970		
7325	CAFETERIA	110,529	103,462	82,688	67,210	105,379		
7335	WORKERS COMPENSATION	20,891	20,377	7,711	7,711	9,089		
7336	UNEMPLOYMENT INSURANCE	333	7,344	-	13,383	-		
7340	LIFE INSURANCE	824	799	328	325	381		
7345	LTD INSURANCE	546	530	-	108	-		
7350	STD INSURANCE	244	238	-	49	-		
7395	TUITION REIMBURSEMENTS	-	702	1,500	-	1,500		
TOTAL	SALARY & BENEFITS	1,098,599	1,138,621	734,021	716,106	892,959		
8150	OFFICE SUPPLIES	2,907	2,951	2,000	2,000	2,000		
8160	OPERATING SUPPLIES	428	653	1,000	1,000	1,000		
8395	OTHER PROF/TECH SERVICES	27,918	(329)	168,720	168,720	300,000		
8505	IT SERVICES	92,302	92,156	63,703	63,703	69,422		
8511	FLEET/EQUIP REIMBURSEMEN	11,490	13,106	16,906	16,906	13,048		
8516	PROPERTY INS CHG/PREMIUN	6,536	6,536	7,099	7,099	9,530		
8520	VEHICLE REPLACEMNT CHARC	9,595	5,117	-	-	-		
8524	BANK CHARGES AND FEES	11,714	12,991	-	-	-		
8532	COPIER RENT/MAINTENANCE	2,232	3,043	2,000	3,000	-		
8552	MEMBERSHIP, DUES & LICENSE	2,516	2,570	1,900	800	1,900		
8570	PRINTING AND BINDING	-	240	1,250	350	500		
8586	SFTWARE AGRMT/IT LICENSES	1,480	6	-	-	-		
8588	SUBSCRIPTIONS	1,045	7,577	1,500	1,200	1,000		
8594	TRAINING/MEETINGS/SCHOOL	5,719	4,792	7,200	-	7,200		
8595	MEALS FOR CITY EMPLOYEES	441	323	-	-	-		
TOTAL	MAT'L, SVC & SUPPLIES	176,323	151,730	273,278	264,778	405,600		
9910	TRANSFER OUT	21,390	-	-	-	-		
9911	TRANSFER OUT - POB	-		-	-	95,899		
TOTAL	OTHER FINANCING USES	21,390	-	-		95,899		
ACTI	VITY TOTAL	1,296,311	1,290,351	1,007,299	980,884	1,394,458		

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22	
		Actual	Actual	Budgeted	Estimated	Adopted	
27090	0	CDBG PROJECTS					
7110	SALARIES	-	-	-	4,114	96,056	
7309	PERS-UAL (EMPLOYER)	-	-	-	-	25,461	
7310	PERS-NORMAL (EMPLOYER)	-	-	-	508	11,815	
7312	POST RETIREMENT BENEFITS	-	-	-	-	2,815	
7315	MEDICARE TAX	-	-	-	60	1,633	
7325	CAFETERIA	-	-	-	725	17,442	
7335	WORKERS COMPENSATION	-	-	-	-	379	
7340	LIFE INSURANCE	-	-	-	14	331	
7345	LTD INSURANCE	-	-	-	15	399	
7350	STD INSURANCE	-	-	-	7	183	
TOTAL	SALARY & BENEFITS		-	-	5,443	156,514	
8150	OFFICE SUPPLIES	-	299	200	200	200	
8310	ACCOUNTING & AUDITING SVC	2,798	2,213	4,100	2,800	4,000	
8325	CONSULTING SERVICES	25,000	5,204	30,000	30,000	25,000	
8336	INTERNAL ENG DESIGN	-	-	1,000	500	1,000	
8345	LEGAL SERVICES	-	644	500	500	500	
8395	OTHER PROF/TECH SERVICES	2,640	5,025	2,600	750	2,100	
8396	INTERNAL PROF/TECH SVCS	125,201	135,476	194,491	129,202	-	
8510	OVERHEAD REIMBURSEMENT	40,705	43,294	11,597	23,597	11,887	
8522	ADVERTISING	3,866	1,113	500	2,700	1,200	
8524	BANK CHARGES AND FEES	-	-	50	50	50	
8530	CONTRIBUTIONS	280,001	483,049	245,000	1,635,000	209,998	
8552	MEMBERSHIP, DUES & LICENSE	-	100	100	100	100	
8568	POSTAGE AND SHIPPING	-	31	150	150	150	
8586	SFTWARE AGRMT/IT LICENSES	1,334	2,595	2,100	1,405	2,080	
8594	TRAINING/MEETINGS/SCHOOL	18	1,425	500	500	1,500	
8595	MEALS FOR CITY EMPLOYEES	-	44	-	-	-	
TOTAL	MAT'L, SVC & SUPPLIES	481,564	680,510	492,888	1,827,454	259,765	
9910	TRANSFER OUT	1,163,460	634,043	824,107	305,000	850,232	
9911	TRANSFER OUT - POB	-	-	-	-	17,808	
9990	LOAN DISBURSEMENT	19,782	16,980	47,445	-	-	
TOTAL	OTHER FINANCING USES	1,183,242	651,023	871,552	305,000	868,040	
ACTI	VITY TOTAL	1,664,805	1,331,534	1,364,440	2,137,897	1,284,319	

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21 Estimated	FY21-22
07500		Actual	Actual	Budgeted		Adopted
27590						E PROJECTS
7110	SALARIES	-	-	-	1,883	11,746
7309	PERS-UAL (EMPLOYER)	-	-	-	-	3,113
7310	PERS-NORMAL (EMPLOYER)	-	-	-	232	1,445
7312	POST RETIREMENT BENEFITS	-	-	-	-	235
7315	MEDICARE TAX	-	-	-	27	200
7325	CAFETERIA	-	-	-	306	1,454
7335	WORKERS COMPENSATION	-	-	-	-	46
7340	LIFE INSURANCE	-	-	-	7	38
7345	LTD INSURANCE	-	-	-	7	49
7350	STD INSURANCE	-	-	-	3	22
TOTAL	SALARY & BENEFITS	-	-	-	2,465	18,348
8150	OFFICE SUPPLIES	-	75	200	-	100
8310	ACCOUNTING & AUDITING SVC	-	-	250	250	250
8325	CONSULTING SERVICES	1,720	4,902	15,000	10,100	15,000
8345	LEGAL SERVICES	-	-	500	200	500
8395	OTHER PROF/TECH SERVICES	653	3,259	5,300	2,600	4,580
8396	INTERNAL PROF/TECH SVCS	42,995	35,406	31,450	31,450	-
8510	OVERHEAD REIMBURSEMENT	4,431	3,704	2,835	2,835	2,906
8522	ADVERTISING	693	476	200	100	200
8524	BANK CHARGES AND FEES	75	195	200	45	200
8530	CONTRIBUTIONS	5,000	5,000	5,000	5,000	5,000
8552	MEMBERSHIP, DUES & LICENSI	-	-	450	450	450
8560	PERMITS AND FEES	-	-	-	94	200
8568	POSTAGE AND SHIPPING	46	-	50	30	50
8586	SFTWARE AGRMT/IT LICENSES	1,334	2,595	2,200	1,300	2,080
8594	TRAINING/MEETINGS/SCHOOL	236	1,018	1,000	200	1,000
8595	MEALS FOR CITY EMPLOYEES	-	44	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	57,182	56,675	64,635	54,654	32,516
9911	TRANSFER OUT - POB	_	-	-	-	2,178
9990	LOAN DISBURSEMENT	486,623	1,693,373	581,716	250,000	543,644
TOTAL	OTHER FINANCING USES	486,623	1,693,373	581,716	250,000	545,822
ACTI	VITY TOTAL	543,805	1,750,048	646,351	307,119	596,686

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
26590	0				COMM DEV	MISC GRANTS
8160	OPERATING SUPPLIES	55	-	-	-	-
8395	OTHER PROF/TECH SERVICES	160,832	(256)	310,000	85,000	225,000
8396	INTERNAL PROF/TECH SVCS	21,958	256	-	-	-
TOTAL	MAT'L, SVC & SUPPLIES	182,845	-	310,000	85,000	225,000
ACTI	VITY TOTAL	182,845	-	310,000	85,000	225,000

Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
00000		Actual	Actual	Budgeted	Estimated	Adopted
26600						CES (AB1379)
8160	OPERATING SUPPLIES	-	-	5,000	5,000	5,000
8395	OTHER PROF/TECH SERVICES	- 0.047	0.057	10,000	-	10,000
8560 8594	PERMITS AND FEES	3,847	2,657	2,800	0.040	2,000
	TRAINING/MEETINGS/SCHOOL			8,940	8,940	8,940
TOTAL		3,847	2,657	26,740	13,940	25,940
9910	TRANSFER OUT	1,236	1,196	1,170	1,350	1,400
	OTHER FINANCING USES	1,236	1,196	1,170	1,350	1,400
ACT	IVITY TOTAL	5,083	3,853	27,910	15,290	27,340
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
28000	00			J	CALE	IOME GRANT
9990	LOAN DISBURSEMENT	-	-	-	-	64,588
TOTAL	OTHER FINANCING USES	-	-	-	-	64,588
ACT	IVITY TOTAL	-	-	-	-	64,588
Acct#	Account Title	FY18-19	FY19-20	FY20-21	FY20-21	FY21-22
		Actual	Actual	Budgeted	Estimated	Adopted
29811	0	•		J		
<b>29811</b> 8150	O OFFICE SUPPLIES	-	-	J		
		-	962	LOW/I	MOD HOUSING	G ASSET FND
8150	OFFICE SUPPLIES	- - 2,525	- 962 5,259	<b>LOW/I</b> 500	MOD HOUSING	G ASSET FND 500 75,000 2,000
8150 8325	OFFICE SUPPLIES CONSULTING SERVICES	- 2,525 31,036		LOW/I 500 105,000	MOD HOUSING 200 63,783	G ASSET FND 500 75,000 2,000
8150 8325 8345	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES	,	5,259	LOW/I 500 105,000 5,000	MOD HOUSING 200 63,783 500	G ASSET FND 500 75,000 2,000 11,900
8150 8325 8345 8395 8396 8510	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT	31,036	5,259 24,496	LOW/I 500 105,000 5,000 12,600 75,000 7,082	MOD HOUSING 200 63,783 500 6,869 154,699 7,082	G ASSET FND 500 75,000 2,000 11,900 292,000
8150 8325 8345 8395 8396 8510 8522	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING	31,036 41,609 6,317	5,259 24,496 38,047 6,546 180	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500	MOD HOUSING 200 63,783 500 6,869 154,699 7,082 100	G ASSET FND 500 75,000 2,000 11,900 292,000
8150 8325 8345 8395 8396 8510 8522 8552	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI	31,036 41,609	5,259 24,496 38,047 6,546	LOW/I 500 105,000 5,000 12,600 75,000 7,082	MOD HOUSING 200 63,783 500 6,869 154,699 7,082 100 550	G ASSET FND 500 75,000 2,000 11,900 292,000 - 500 800
8150 8325 8345 8395 8396 8510 8522 8552 8560	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES	31,036 41,609 6,317	5,259 24,496 38,047 6,546 180 550	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550	200 63,783 500 6,869 154,699 7,082 100 550	500 75,000 2,000 11,900 292,000 - 500 800 200
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING	31,036 41,609 6,317 - 1,100	5,259 24,496 38,047 6,546 180 550	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 -	MOD HOUSING 200 63,783 500 6,869 154,699 7,082 100 550 100 50	500 75,000 2,000 11,900 292,000 - 500 800 200
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT	31,036 41,609 6,317 - 1,100 - - 3,343	5,259 24,496 38,047 6,546 180 550 - 40 2,699	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991	500 75,000 2,000 11,900 292,000 - 500 800 200 200 4,191
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP,DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES	31,036 41,609 6,317 - 1,100 - - 3,343 1,334	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675 4,310	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991 1,800	G ASSET FND  500  75,000  2,000  11,900  292,000  -  500  800  200  4,191  2,080
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586 8594	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES TRAINING/MEETINGS/SCHOOL	31,036 41,609 6,317 - 1,100 - - 3,343	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595 870	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991	G ASSET FND  500  75,000  2,000  11,900  292,000  -  500  800  200  4,191  2,080
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586 8594	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES TRAINING/MEETINGS/SCHOOL MEALS FOR CITY EMPLOYEES	31,036 41,609 6,317 - 1,100 - 3,343 1,334 196	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595 870 44	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675 4,310 1,500	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991 1,800 400	500 75,000 2,000 11,900 292,000 - 500 800 200 200 4,191 2,080 1,500
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586 8594 8595	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES TRAINING/MEETINGS/SCHOOL MEALS FOR CITY EMPLOYEES	31,036 41,609 6,317 - 1,100 - - 3,343 1,334	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595 870	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675 4,310 1,500 - 215,917	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991 1,800	G ASSET FND  500  75,000 2,000 11,900 292,000  - 500 800 200 4,191 2,080 1,500 - 390,871
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586 8594 8595 <b>TOTAL</b>	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES TRAINING/MEETINGS/SCHOOL MEALS FOR CITY EMPLOYEES MAT'L, SVC & SUPPLIES	31,036 41,609 6,317 - 1,100 - 3,343 1,334 196	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595 870 44	LOW/I  500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675 4,310 1,500 - 215,917	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991 1,800 400	500 75,000 2,000 11,900 292,000 500 800 200 4,191 2,080 1,500 390,871
8150 8325 8345 8395 8396 8510 8522 8552 8560 8568 8573 8586 8594 8595 <b>TOTAL</b>	OFFICE SUPPLIES CONSULTING SERVICES LEGAL SERVICES OTHER PROF/TECH SERVICES INTERNAL PROF/TECH SVCS OVERHEAD REIMBURSEMENT ADVERTISING MEMBERSHIP, DUES & LICENSI PERMITS AND FEES POSTAGE AND SHIPPING PROPERTY TAX ASSESSMENT SFTWARE AGRMT/IT LICENSES TRAINING/MEETINGS/SCHOOL MEALS FOR CITY EMPLOYEES	31,036 41,609 6,317 - 1,100 - 3,343 1,334 196	5,259 24,496 38,047 6,546 180 550 - 40 2,699 2,595 870 44	LOW/I 500 105,000 5,000 12,600 75,000 7,082 500 550 - 200 3,675 4,310 1,500 - 215,917	200 63,783 500 6,869 154,699 7,082 100 550 100 50 3,991 1,800 400	G ASSET FND 500 75,000

Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
29890	18900 LMIHAF HOUSING PROJECT					
8325	CONSULTING SERVICES	-	-	25,000	5,000	25,000
8345	LEGAL SERVICES	495	517	17,000	5,000	17,000
8395	OTHER PROF/TECH SERVICES	24	12	20,320	1,000	24,320
8396	INTERNAL PROF/TECH SVCS	-	-	20,000	-	10,000
8522	ADVERTISING	-	-	250	-	250
8524	BANK CHARGES AND FEES	30	75	100	-	100
8529	CONTINGENCY	-	-	-	-	100,000
8530	CONTRIBUTIONS	129,275	94,321	4,200,000	210,671	467,280
8560	PERMITS AND FEES	-	-	550,000	-	-
TOTAL	MAT'L, SVC & SUPPLIES	129,824	94,924	4,832,670	221,671	643,950
9990	LOAN DISBURSEMENT	361,911	568,969	2,200,000	100,000	2,200,000
TOTAL	OTHER FINANCING USES	361,911	568,969	2,200,000	100,000	2,200,000
ACTI	VITY TOTAL	491,735	663,893	7,032,670	321,671	2,843,950
Acct#	Account Title	FY18-19 Actual	FY19-20 Actual	FY20-21 Budgeted	FY20-21 Estimated	FY21-22 Adopted
29990	0			HC	USING IN LIE	U PROJECTS
9910	TRANSFER OUT	-	-	303,000	-	303,000
TOTAL	OTHER FINANCING USES	-	-	303,000	-	303,000
ACTI	VITY TOTAL	-	-	303,000	-	303,000

### HOUSING AUTHORITY PROJECTS FISCAL YEAR 2021-2022

PROJECT DESCRIPTION	PROJECT NO.	BUDGET
California Dream First-Time Homebuyers Program	LM0702H	200,420
Housing Development & Revitalization Project	HA1803	2,171,250
Rapid Re-Housing/Homeless Outreach Project	HA2002	200,000
Rapid Re-Housing/Homeless Reunification Project	HA2003	10,000
Lexington Square - Rental Subsidy Project	HA2101	262,280
Total Improvements		2,843,950

FUNDING SOURCE	AMOUNT
Low Mod Income Housing Asset Fund	2,083,670
Loan Repayments	200,000
In-Lieu Fund	303,000
Lexington Reserve for PBRA	257,280
Total Sources	2,843,950

# LOW- AND MODERATE-INCOME HOUSING ASSET FUND PROJECT FISCAL YEAR 2021-2022

PROJECT NAME:

California Dream First Time Homebuyer Program

298900 LM0702H

#### Description:

With dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, this project is a continuation of first time homebuyer project/activity LM0702 now under the responsibility of the Housing Authority, and will assist low and moderate income households to acquire currently-assisted properties. This program is anticipated to be funded through the return of funds from existing agreements.

#### Justification:

The cost of housing is out of reach for most households in San Diego County without some type of assistance or subsidy. This program provides down payment assistance to qualified low- and moderate-income households in an amount needed to bridge the gap to make the unit affordable. Each loan is secured by a Deed of Trust, Affordable Housing Agreement, and Notice of Affordability Restrictions. The Program requires repayment with equity-share in lieu of interest, under an affordability period as required under Community Redevelopment Law.

#### Scheduling:

Ongoing funding is limited to households who purchase a property that was previously assisted by the former Redevelopment Agency with Low- and Moderate-Income Housing Asset Funds ("LMIHAF"). The repayment of prior loans will be used to assist each new qualified buyer.

#### Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of Community Redevelopment Law for the creation of affordable housing.

#### **Operating Budget Impact:**

No impact to the General Fund. All loans and project management costs will be paid with LMIHAF received by the Housing Authority from existing borrowers.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 21-22	Est. Project Costs Through FY 21-22
Salaries & Benefits (7110-7360)		-	-	-
Legal Services (8345)		-	-	-
Other Prof/Tech Services (8395)	-	-	320	320
Internal Prof/Tech (8396)	-	-		-
Bank Charges & Fees (8524)		-	100	100
Advertising (8522)		-	•	-
Permits & Fees (8560)		-	•	•
Postage & Shipping (8568)		-	1	-
Loan Disbursements (9990)		-	200,000	200,000
PROJECT COST TOTAL:	-	-	200,420	200,420
Source(s) of Funds:				
LMIHAF Fund (298)	-			-
Interest/Equity-share on Loans Made Previously				-
Miscellaneous Reimbursements (Fees)			420	420
Loan Repayments (298)			200,000	200,000
FUNDING TOTAL:	-	-	200,420	200,420

# LOW- AND MODERATE-INCOME HOUSING ASSET FUND PROJECT FISCAL YEAR 2021-2022

PROJECT NAME:

**Housing Authority Development & Revitalization Projects** 

ACTIVITY:

298900

PROJECT NO:

HA1803

#### **Description:**

This project provides for the development of one or more residential developments, to be acquired and/or rehabilitated, or acquired and/or developed by a developer for affordable housing. The project is intended to produce, replace, or preserve affordable housing units for very low- and low-income households potentially at risk of conversion to market rate, pursuant to California Health and Safety Code Section 33413(b)(2)(B).

#### Justification:

Prior to the dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, the Housing Authority elected to become the successor housing entity and accepted the transfer of housing assets and functions. Housing Authorities Law provides that the primary purpose of a Housing Authority is to provide decent, safe, and santitary housing for persons of low income. The Housing Authority seeks to continue to meet this purpose by producing and/or preserving units for low-income persons through the acquisition and/or rehabilitation, or acquisition and new construction, of multi-family units within the City.

#### Scheduling:

As housing funds are returned to or reprogrammed by the Housing Authority, one or more projects will be identified and presented to City Council/El Cajon Housing Authority for potential development.

#### Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of both the Community Redevelopment and Housing Authorities Law for the production or preservation of affordable housing units at risk of conversion to market rate.

#### **Operating Budget Impact:**

The Program is funded through a return of Low- and Moderate-Income Housing Asset Funds received by the Housing Authority, Housing In-Lieu funds, and may generate ongoing lease revenues or sales proceeds. Other potential sources of funding may be utilized if determined to be needed for future development of this project.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 21-22	Est. Project Costs Through FY 21-22
Consulting Services (8325)	-	-	25,000	25,000
Legal Services (8345)	-	-	12,000	12,000
Other Prof/Tech Services (8395)	-	-	24,000	24,000
Internal Prof/Tech Services (8396)	-		10,000	10,000
Property Insurance (8516)	-	-		-
Advertising (8522)	-		250	250
Property Taxes (8573)	-	-		-
Rent Expense (8574)	-		•	-
Repairs & Maintenance (8576)	-	-		-
Service Maintenance Contracts (8584)	-	-		-
Utilities (8598)	-	-		-
Contingency (8529)	-	-	100,000	100,000
Loan for Land Acquisition (9990)	-	-	1,000,000	1,000,000
Loan for Construction-Buildings (9990)	-	-	1,000,000	1,000,000
Relocation Costs (9080)	-	-		-
PROJECT COST TOTAL:	-	-	2,171,250	2,171,250
Source(s) of Funds:				
Housing Authority Fund (298)	-	-	1,868,250	1,868,250
In-Lieu Fund (299)			303,000	303,000
HOME Loan to HA (275)			-	-
\$200,000				
\$10,000				-
FUNDING TOTAL:	-	-	2,171,250	2,171,250

# LOW- AND MODERATE-INCOME HOUSING ASSET FUND PROJECT FISCAL YEAR 2021-2022

PROJECT NAME:

Rapid Re-Housing Program/Homeless Outreach Program

298900 HA2002

#### Description:

California Health and Safety Code Section 34176.1(a)(2) allows for the expenditure of up to \$250,000 per fiscal year in LMIHAF funds for homeless prevention and rapid re-housing services for individuals and families who are homeless or would be homeless but for this assistance, including the provision of short-term or medium-term rental assistance, housing relocation and stablization services including housing search, mediation, or outreach to property owners, credit repair, security or utility deposits, utility payments, rental assistance for final month at a location, moving cost assistance, and case management, or other appropriate activities for homelessness prevention and rapid re-housing of persons who have become homeless. Funds may also be used as contributions toward the construction of local or regional homeless shelters.

#### Justification:

The cost of housing is out of reach for most households in San Diego County without some type of assistance or subsidy. For those who are homeless, finding suitable housing requires additional assistance and supports. This program will provide rapid re-housing services and housing assistance to homeless individuals and households through a contracted service provider.

#### Scheduling:

A Request for Proposals was released in the summer of 2020 and Home Start was selected to provide some or all of the services. The project is expected to provide housing location services, case management, rental housing assistance, such as security deposit and first and last months' rent, and flexible funds such as for utility connections, etc., for homeless individuals and households from El Cajon who are able to find and maintain rental housing but need assistance with initial rent-up. The project will be continued into FY 21-22.

#### Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of Community Redevelopment and Housing Authorities Law for the use of LMIHAF funding for the provision of homeless prevention and rapid re-housing.

#### **Operating Budget Impact:**

No impact to the General Fund in FY 21-22. All program management costs are expected be paid with LMIHAF received by the Housing Authority from fund balance and/or loan repayments.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 21-22	Est. Project Costs Through FY 21-22
Salaries & Benefits (7110-7360)		-	-	-
Legal Services (8345)		-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Internal Prof/Tech (8396)	-	-	-	*
Contributions (8530) - Housing Navigator		72,081	200,000	272,081
Permits & Fees (8560)		-	-	-
Postage & Shipping (8568)		-	-	-
Loan Disbursements (9990)		-		-
PROJECT COST TOTAL:	-	72,081	200,000	272,081
Source(s) of Funds:				
LMIHAF Fund (298)		68,253	200,000	268,253
CDBG Funds			-	-
Miscellaneous Reimbursements (Fees)	_	-	•	-
General Funds (110)		-		-
FUNDING TOTAL:	-	68,253	200,000	268,253

# LOW- AND MODERATE-INCOME HOUSING ASSET FUND PROJECT FISCAL YEAR 2021-2022

PROJECT NAME:

Rapid Re-Housing Program/Reunification Program

298900 HA2003

#### Description:

California Health and Safety Code Section 34176.1(a)(2) allows for the expenditure of up to \$250,000 per fiscal year in LMIHAF funds for homeless prevention and rapid re-housing services for individuals and families who are homeless or would be homeless but for this assistance, including the provision of short-term or medium-term rental assistance, housing relocation and stablization services including housing search, mediation, or outreach to property owners, credit repair, security or utility deposits, utility payments, rental assistance for final month at a location, moving cost assistance, and case management, or other appropriate activities for homelessness prevention and rapid re-housing of persons who have become homeless. Funds may also be used as contributions toward the construction of local or regional homeless shelters.

#### Justification:

The cost of housing is out of reach for most households in San Diego County without some type of assistance or subsidy. For those who are homeless, finding suitable housing requires additional assistance and supports. Often the costs of transportation to supportive family members outside the region present barriers for homeless individuals that are willing to accept the supportive assistance. This program will provide rapid re-housing services, including transporation and basic needs (such as food or an overnight motel stay) for homeless individuals and households, through a contracted service provider.

#### Scheduling:

The Salvation Army El Cajon provides transportation, food and other essential supports to homeless individuals and households that express the desire and willingness to travel to be reunited with supportive family members from outside the San Diego region. The program provides the housing location services, case management with follow-up to ensure success, transportation and small amounts of flexible funds such as for food and necessities, etc., for homeless individuals and households from El Cajon who have family members willing to support them but need assistance with transportation home. The program will be continued into FY 21-22.

#### Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of Community Redevelopment and Housing Authorities Law for the use of LMIHAF funding for the provision of homeless prevention and rapid re-housing.

#### **Operating Budget Impact:**

No impact to the General Fund in FY 21-22. All program management costs will be paid with LMIHAF funds from fund balance and/or loan repayments.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 21-22	Est. Project Costs Through FY 21-22
Salaries & Benefits (7110-7360)		-	-	-
Legal Services (8345)		-		
Other Prof/Tech Services (8395)	-	-		-
Internal Prof/Tech (8396)	-			-
Contributions (8530) - Housing Navigator		2,707	10,000	12,707
Permits & Fees (8560)		-	-	-
Postage & Shipping (8568)		-	-	-
Loan Disbursements (9990)		-	-	-
PROJECT COST TOTAL:	-	2,707	10,000	12,707
Source(s) of Funds:				
LMIHAF Fund (298)		2,712	10,000	12,712
CDBG Funds			*	-
Miscellaneous Reimbursements (Fees)	-	-	-	-
General Funds (110)		-		-
FUNDING TOTAL:	-	2,712	10,000	12,712

## LOW- AND MODERATE-INCOME HOUSING ASSET FUND PROJECT FISCAL YEAR 2021-22

PROJECT NAME:

Lexington Square Apts - Project-Based Rental Assistance

ACTIVITY:

298900

PROJECT NO:

HA2101

#### Description:

This Project provides for the payment of Project-Based Rental Assistance (PBRA) at the Lexington Square Apartments (formerly the Lexington Avenue Senior Apartments), an existing Housing Authority-owned development at 250 E. Lexington Avenue. The project consists of 100 1- and 2-bedroom units reserved for lower-income, senior citizen households. The subsidy will be provided for 40 of units with the lowest income households, for 15 years. In December of 2020, the leasehold interest in the Lexington project was sold to a new developer/operator who will manage the Project for the next 75 years. A portion of the proceeds the sale were committed to the provision of PBRA by the Housing Authority. The developer also applied for and received a reservation of tax credits from the California Tax Credit Allocation Committee (TCAC) and a new first mortgage from the U.S. Department of Housing and Urban Development (HUD), both of which will provide funding of over \$9 million in substantial rehabilitation at the project. This project will preserve this affordable housing asset for low-income senior households for an additional 75 years.

#### Justification:

Prior to the dissolution of the El Cajon Redevelopment Agency effective February 1, 2012, the Housing Authority elected to become the successor housing entity and accepted the transfer of housing assets and functions. Housing Authorities Law provides that the primary purpose of a Housing Authority is to provide decent, safe, and santitary housing for persons of low income. The Housing Authority seeks to continue to meet this purpose by producing and/or preserving units for low-income persons through the acquisition and/or rehabilitation of multi-family units within the City.

#### Scheduling:

The El Cajon Housing Authority approved the terms of sale and commitment of LMIHAF funds for PBRA at the Public Hearing on February 11, 2020. A new Disposition and Development Agreement was executed on or about March 1, 2020, and an application for TCAC reservation was submitted in March of 2020. The application was awarded, and escrow closed on the sale of the leasehold interest in December of 2020. The developer/operator was also able to secure a new HUD first mortgage. The developer is moving forward with the substantial rehabilitation of the project and has taken over operations. Rehabilitation will be completed within 18-24 months, using developer's own funds.

#### Relationship to General & Community Plans:

The Project is consistent with the General Plan designation for housing and meets the objectives of both the Community Redevelopment and Housing Authorities Law for the production or preservation of affordable housing units at risk of conversion to market rate.

#### **Operating Budget Impact:**

This Project is funded from proceeds of the sale of the leasehold interest (Low- and Moderate-Income Housing Asset Funds) received by the Housing Authority and obligated over the next 15 years. The total transfer price was \$4.956 million. A portion of the transfer price (\$206,250) has been structured as a repayable loan, through the assumption of an existing outstanding Note. A total of \$550,000 was paid from the proceeds to the Original Developer as an Early Termination Fee. The largest portion of the proceeds (\$3.95 million) was committed by the Authority for the provision of PBRA for 40 of the units for 15 years (through December of 2035, unless extended). The remainder of the proceeds received by the Housing Authority will be used for the future development of affordable housing. The Lexington Project is expected to generate ongoing lease revenues for the Authority, to be used for the production of additional housing units, beginning in year 5 or 6 of operation.

	Prior Year(s) Expend Actual	Current Year Expend Estimate	Appropriation FY 21-22	Est. Project Costs Through FY 21-22
Consulting Services (8325)	-	-		-
Legal Services (8345)	-	-	5,000	5,000
Other Prof/Tech Services (8395)	-	-		-
Internal Prof/Tech Services (8396)	-	-	-	-
Property Insurance (8516)	-	-		-
Contributions (8530)	-		257,280	257,280
Permits & Fees (8560)	-	-	-	-
Rent Expense (8574)	-		-	-
Loan for Land Acquisition (9990)	-	_		-
Loan for Construction-Buildings (9990)	-	-		-
Relocation Costs (9080)	-	-		-
PROJECT COST TOTAL:	-	-	262,280	262,280
Source(s) of Funds:				
LMIHAF Fund Balance (298)	-	-	5,000	5,000
Rental Subsidy Reserve/Proceeds of Sale (298)			257,280	257,280
				-
FUNDING TOTAL:	-	-	262,280	262,280

# City of El Cajon Community Development Department

Fiscal Year 2021 – 2022 Annual Budget



## **Capital Improvement Program**

Fiscal Year 2021 – 2022 Annual Budget



### **Capital Project Expenditures**

Capital improvement projects are appropriated in the annual budget, and represent the purchase or repair of public buildings or infrastructure, requiring an expenditure exceeding \$10,000 and having a useful life expectancy of five or more years. Capital Improvement Funds have been established for public facilities, parks, wastewater, streets, economic development, housing, and other special projects. These projects may be funded from resources of the fund or by transfer from another fund.

A change in practice in the budgeting of Capital Improvement Projects is incorporated in the proposed Fiscal Year 2020-21 Annual Budget. For many years the appropriation for capital projects has expired at fiscal year-end, and renewed for the following year with the adoption of the annual budget. This practice has several negative consequences, but most notably made projects difficult to understand and thus hindering transparency. Additionally, this practice created a significant administrative burden with very little value.

The new model is entirely project based, as opposed to fiscal year based. Once the City Council approves the project's scope and budget, that decision remains in effect until the project is completed or cancelled. This model:

- Improves the understandability of project budgets
- Focuses attention on new or amended projects
- Simplifies project administration and management

Presented as part of the Fiscal Year 2021-22 Preliminary Annual Budget is:

- Summary and detail for all proposed NEW capital projects
- Summary and detail for all proposed AMMENDMENTS to existing projects
- Summary and STATUS of all existing projects

# Capital Improvement Program Fiscal Year 2021 – 2022 Annual Budget



# Capital Improvement Program Fiscal Year 2021 – 2022 Annual Budget

### **Capital Improvement Program Proposed Project Report**

Proposed New Projects for Fiscal Year 2021-22

### **City Program**

		Proposea
Project #	Project Name	Budget
IFM3741	Public Works Operations Electric Gate Improvements	\$ 60,000
	City Program Total	\$ 60,000

### **Transportation Program**

		Proposed
Project Name		Budget
Concrete Sidewalk Slicing	\$	108,000
Street Light Installation and LED Retrofit Program 2022		200,000
Traffic Calming 2022		100,000
Traffic Signal Upgrades 2022		200,000
Neighborhood Street Lights 2022		280,000
Transportation Program Total	\$	888,000
	Traffic Calming 2022 Traffic Signal Upgrades 2022 Neighborhood Street Lights 2022	Project Name  Concrete Sidewalk Slicing \$ Street Light Installation and LED Retrofit Program 2022  Traffic Calming 2022  Traffic Signal Upgrades 2022  Neighborhood Street Lights 2022



PROJECT NAME: PUBLIC WORKS OPERATIONS ELECTRIC GATE IMPROVEMENTS ACTIVITY: 501000 PROJECT NO: IFM3741

Description:

Electronic Gate Improvement at Vernon Way Maintenance Facility. Replace existing manual chain link gate with an electronic gate. This gate services the Public Works dump station.

#### Justification:

Additional security measures are warranted to discourage and prevent theft of City equipment. Project will improve and protect public facilities.

#### Scheduling:

Installation scheduled for Fall 2021.

#### **Operating Budget Impact:**

Possible reduction in the need to increase the operating accounts for replacement equipment due to theft.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)			-	-
Consulting Services (8325)		1	-	-
Engineering Services (8335)			-	-
Engineering Services-Internal (8336)			-	-
Inspection Services-Internal (8337)		1	-	-
Legal Services (8345)			-	-
Other Prof/Tech Services (8395)		1	-	-
Advertising (8522)			-	-
Janitorial (8544)		<u> </u>	-	-
Permits & Fees (8560)			-	-
Printing & Binding (8570)			-	-
Furniture, Machinery & Equipment (9035)			-	-
Land Improvements / Abatement & Demo (9055)			-	-
Construction-Buildings (9060)			-	60,000
Infrastructure (9065)			-	
Contingency (9060)			-	-
PROJECT COST TOTAL:	-	-	-	60,000
Source(s) of Funds:	<del></del>	Т		
Source(s) or runus.	+	+ +		<del>                                     </del>
General Fund	-	-	-	12,000
Wastewater				48,000
FUNDING TOTAL:	-	-	-	60,000

PROJECT NAME: CONCRETE SIDEWALK SLICING ACTIVITY: 550000 PROJECT NO: PW52022

Description:

Concrete lifts measuring from 1/2" to 2" will be removed using a concrete slicer along City sidewalks.

#### Justification:

This project will prevent tripping hazards in the public right-of-way allowing for safe passage of citizens.

#### Scheduling:

Construction is anticipated to be completed in Fiscal Year 2021-22.

#### Relationship to General & Community Plans:

This project provides for the safety of pedestrians in conformance with the General Plan and demonstrates the City's commitment to make El Cajon safer for all pedestrians.

#### **Operating Budget Impact:**

This project is expected to reduce Operating budget costs by reducing sidewalk maintenance and replacement.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	-	-	-	-
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	-	-	-	5,000
Inspection Services-Internal (8337)	-	-	-	2,700
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	-	-	-	250
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	-	-	-	50
Printing & Binding (8570)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Improvements (9055)	-	-	-	-
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	-	-	-	100,000
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	-	-	-	108,000
Source(s) of Funds:				
TransNet EL11	-	-	-	108,000
FUNDING TOTAL:	-	-	_	108,000

PROJECT NAME: Street Light Installation and LED Retrofit Program 2022 ACTIVITY: 550000 PROJECT NO: PW3743

#### Description:

This project provides for the periodic installation of in-fill street lighting on existing power poles on residential and collector streets. The project also provides for the repair and/or replacement of deteriorated components of the City's street light systems such as street light poles, street light luminaires or globes, wiring, underground conduit, upgrading to energy efficient lighting, and painting of poles.

#### Justification:

Enhanced street lighting in those areas where it is currently insufficient or nonexistent and the repair and/or replacement of deteriorated street light components will provide improved traffic and pedestrian safety.

#### Scheduling:

Enhanced street lighting in those areas where it is currently insufficient or nonexistent and the repair and/or replacement of deteriorated street light components will provide improved traffic and pedestrian safety.

#### **Operating Budget Impact:**

This project is expected to have a minimal increase in maintenance costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				9,000
Inspection Services-Internal (8337)				7,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				250
Janitorial Services (8544)				-
Permits & Fees (8560)				50
Printing & Binding (8570)				-
Furniture, Machinery & Equipment (9035)				-
Land Improvements (9055)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				183,700
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	-	200,000
Source(s) of Funds:				
TransNet Project ID #EL18	-	-		200,000
FUNDING TOTAL:	_	_		200.000

PROJECT NAME: Traffic Safety Calming 2022 ACTIVITY: 550000 PROJECT NO: PW3745

#### Description:

Improvements will include installation of traffic safety and calming improvements such as street striping, crosswalks, rapid flashing beacons, and radar speed feedback signs on residential and collector streets in the City.

#### Justification:

The installation of traffic calming improvements will improve vehicle and pedestrian safety in residential neighborhoods and adjacent to schools in the City.

#### Scheduling:

Construction is anticipated to be completed in summer 2022.

#### **Operating Budget Impact:**

This project is expected to have a minimal impact on the operating budget.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)				9,000
Inspection Services-Internal (8337)				7,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)				250
Janitorial Services (8544)				-
Permits & Fees (8560)				50
Printing & Binding (8570)				-
Furniture, Machinery & Equipment (9035)				-
Land Improvements (9055)				-
Construction-Buildings (9060)				-
Infrastructure (9065)				83,700
Contingency (9060)				-
PROJECT COST TOTAL:	-	-	-	100,000
Source(s) of Funds:				
TransNet EL29	-	-		100,000
FUNDING TOTAL:	-	-		100,000

PROJECT NAME: TRAFFIC SIGNAL UPGRADES 2022 ACTIVITY: 550000 PROJECT NO: PW3744

#### **Description:**

This project will replace traffic signal poles and equipment that are beyond their useful life. Numerous locations do not have, or they are in need of, battery back-up system replacements. The project will also upgrade the traffic signal communications network using fiber-optic and/or wireless equipment to improve transportation mobility throughout the City.

#### Justification:

The project will improve response time and reduce maintenance costs to the traffic signal system. The fiber-optic signal interconnection cable will provide the ability to view real-time display of traffic signals in these corridors and will benefit the motoring public to improve traffic flow, alleviate traffic congestion, and improve air quality.

#### Scheduling:

Construction is anticipated to be completed in summer 2022.

#### **Operating Budget Impact:**

This project is expected to reduce preventive maintenance costs and have no increase in operational costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	-	-	-	-
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	-	-	-	12,000
Inspection Services-Internal (8337)	-	-	-	11,700
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	-	-	-	250
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	-	-	-	50
Printing & Binding (8570)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Acquisition (9050)	-	-	-	-
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	-	-	-	176,000
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	-	-	-	200,000
Source(s) of Funds:				
TransNet Project ID #EL06	-	-	-	200,000
FUNDING TOTAL:	-	-		200,000

PROJECT NAME: NEIGHBORHOOD STREET LIGHT 2022 ACTIVITY: 550000 PROJECT NO: PW3742

#### Description:

Installation of new street lights in qualified CDBG-eligible residential census tracts. Locations for the lighting improvements will be supported by a lighting study performed by engineering staff. Approximately 40 street lights will be installed to enhance night-time visibility to ensure residents' safety.

#### Justification:

Enhanced street lighting in those areas where it is currently insufficient or nonexistent and the repair and/or replacement of deteriorated street light components will provide improved traffic and pedestrian safety.

#### Scheduling:

Enhanced street lighting in those areas where it is currently insufficient or nonexistent and the repair and/or replacement of deteriorated street light components will provide improved traffic and pedestrian safety.

#### **Operating Budget Impact:**

This project is expected to have a minimal increase in maintenance costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	-	-	-	-
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	-	-	-	11,000
Inspection Services-Internal (8337)	-	-	-	14,750
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	-	-	-	250
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	-	1	-	-
Printing & Binding (8570)	-	•	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Improvements (9055)	-	-	-	-
Construction-Buildings (9060)	-	-	-	254,000
Infrastructure (9065)	-	-	-	-
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	-	-	-	280,000
Source(s) of Funds:				
CDBG 270900	-	-	-	280,000
FUNDING TOTAL:	-	-	-	280,000

# Capital Improvement Program Fiscal Year 2021 – 2022 Annual Budget

#### **Capital Improvement Program Amendment Report**

Projects Budgeted in Fiscal Year 2020-21 or Prior Requiring Project Amendments

#### **City Program**

Original		Original		Current		Requested		R	equested	
Budget				Project		Project		Project	,	Amended
Year	Project #	Project Name		Budget		Budget	An	nendment		Budget
2018	PK3610	Wells Park Improvements	\$	500,000	\$	1,250,000	\$	(110,000)	\$	1,140,000
2020	PK3700	Wells Park Stormwater Treatment and Lands		650,000		650,000		110,000		760,000
2021	IFM3725	Heartland Fire Training Facility Improvemen		165,500		165,500		530,800		696,300

#### **Public Safety Program**

Original			C	riginal	Dat	e Budget	Rec	uested	Re	equested
Budget			F	Project	as	of FY21	Pı	oject	Α	mended
Year	Project #	Project Name	E	Budget		P10	Ame	ndment		Budget
2020	PS0012	Fire Administrative Offices at FCPSC	Ś	300.000	Ś	300.000	Ś	70.000	Ś	370.000

#### **Transportation Program**

Original Budget Year	Project#	Project Name	Original Project Budget	ate Budget as of FY21 P10	equested Project nendment	Proposed Amended Budget
2020	PW3688	Jamacha Road Safety Improvements	\$ 2,712,300	\$ 2,712,300	\$ 310,000	\$ 3,022,300
2020	PW3689	Madison Avenue Safety Improvements	2,701,900	2,701,900	310,000	3,011,900
2020	PW3690	El Cajon Transit Center Community Impr	2,801,200	3,110,000	3,230,000	6,340,000
2020	PW3692	El Cajon Active Transportation Plan	230,000	230,000	(23,000)	207,000
2020	PW50020	Overlay 2020	3,201,141	4,000,000	(310,000)	3,690,000
2021	PW53021	ADA Concrete Improvements 2021	275.000	275.000	510.000	785.000

#### **Wastewater Program**

Original Budget			Original Project	te Budget s of FY21		equested Project	equested Amended
Year	Project #	Project Name	Budget	P10	An	nendment	Budget
2018	WW3611	Box Culvert Assessment & Repairs	\$ 255,300	\$ 574,537	\$	720,000	\$ 1,294,537
2019	WW3654	Public Works Operations Center Rock Trap	40,000	40,000		60,000	100,000
2019	WW3655	Water Quality Improvements	235,000	50,000		2,950,000	3,000,000
2021	WW60021	Sewer and Storm Drain Pipe Rehabilitation	1,100,000	1,100,000		400,000	1,500,000
2021	WW3722	Madison Avenue Sewer Replacement	75,000	75,000		625,000	700,000

PROJECT NAME: WELLS PARK IMPROVEMENTS ACTIVITY: 505000 PROJECT NO: PK3610

#### **Description:**

Wells Park Improvements includes new field and parking lot lighting, fencing, landscaping and irrigation, and various field and dog park enhancements. Onsite facilities such as the two restrooms and Public Safety Substation will be partially renovated. Underground utilities, driveways, and walking paths will be upgraded.

#### Justification:

Wells Park is heavily used by the neighborhood residents for picnics, family gathering, off-leash dogs, and other recreational activities. Several large fields and the 1.5 acre parking lot require new LED lighting. Park site control during off peak hours is needed to assist Police and Recreation staff. Onsite facilities will be modernized in order to better suit park visitors and City staff. Other areas along East. Madison Avenue and within the park will be landscaped in order to beautify the park and prevent loitering.

#### Scheduling:

Multiple construction contracts are planned for award. Major improvements are expected to be complete by the Fall of 2022.

#### **Operating Budget Impact:**

Minimal increases are anticipated in the operating budget.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Operating Supplies (8160)	-	1,853		1,853
Architectural Services (8315)	-	-		-
Consulting Services (8325)	-	-		-
Engineering Services (8335)	-	-		•
Engineering Services-Internal (8336)	62,500	83,849		83,849
Inspection-Internal (8337)	-	36,705		36,705
Legal Services (8345)	-	-		-
Other Prof/Tech Services (8395)	-	30,999		30,999
Advertising (8522)	450	2,558		2,558
Janitorial Services (8544)	50	30,831		30,831
Permits & Fees (8560)	2,000	1,000		1,000
Printing & Binding (8570)	435,000	-		-
Repairs & Maintenance (8576)	-	9,997		9,997
Furniture, Machinery & Equipment (9035)	-	20,000		20,000
Land Improvements (9055)	-	838,707	(110,000)	728,707
Construction-Buildings (9060)	-	193,000		193,000
Infrastructure (9065)	-	-		-
Contingency (9060)	-	501		501
PROJECT COST TOTAL:	500,000	1,250,000	(110,000)	1,140,000
Source(s) of Funds:				
CDBG C0922	500,000	1,250,000	(110,000)	1,140,000
FUNDING TOTAL:	500,000	1,250,000	(110,000)	1,140,000

PROJECT NAME: WELLS PARK IMPROVEMENTS - STORMWATER TREATMENT

AND LANDSCAPING

**ACTIVITY:** 

505000

PROJECT NO:

PK3700

#### Description:

Stormwater Treatment and Landscaping at Wells Park includes the installation of water quality treatment systems such as bioretention basins and stormwater curb inlet filtration boxes. Two landscaped basins or depressions using soils and vegetation will be installed along the 700-foot Wells Park frontage. Filtration boxes located within the vicinity of the park will intercept and treat urban runoff prior to entering the storm drain system.

#### Justification:

Stormwater treatment of park and street runoff will improve water quality entering Forrester Creek. In addition to water quality improvements, the basins will serve as beautification to the entrance of Wells Park. The areas that will be replaced by the basins are existing turf, requiring daily irrigation and maintenance. New landscaping will decrease water usage rates and require less routine maintenance.

#### Scheduling:

Grant funding will be finalized by early 2020, allowing design to be completed by the Spring. Construction is anticipated by late 2021.

#### **Operating Budget Impact:**

Significant decreases are anticipated in the operating budget.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	-	-	-	-
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	10,000	10,000	5,000	15,000
Inspection-Internal (8337)	10,000	10,000	-	10,000
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	80,000	80,000	5,000	85,000
Advertising (8522)	500	500	-	500
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	1,000	1,000	-	1,000
Printing & Binding (8570)	-	-	-	-
Repairs & Maintenance (8576)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Improvements (9055)	-	-	-	-
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	548,500	548,500	100,000	648,500
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	650,000	650,000	110,000	760,000
Source(s) of Funds:				
Proposition 1 - San Diego River Conservancy	400,000	400,000	-	400,000
CDBG C0922	250,000	250,000	110,000	360,000
FUNDING TOTAL:	650,000	650,000	110,000	760,000

**HEARTLAND FIRE TRAINING FACILITY** PROJECT NAME: ACTIVITY: 501000 **IMPROVEMENTS** 

Description:

**PROJECT NO:** IFM3725

The City-owned Heartland Fire Training Facility, located at 1301 North Marshall Avenue, was built in 1974 as a regional fire department training facility. The property includes a five-story fire training tower, a live fire building, pump/hose training areas, two classrooms, debris training areas, and office space for administrative personnel. Traditionally, capital improvement project costs completed for the facility have been included in the agreement between the Heartland Fire Training Authority and the City of El Cajon, and both parties wish to continue the same arrangement. In a field evaluation performed in early 2020, City staff identified several capital needs for the training facility, which include: training tower upgrades and repairs; a recirculating water system for the hose training area; miscellaneous improvements to Classroom A and Classroom B; and access improvements to the live-fire building.

#### Justification:

The Heartland Fire Training Facility is over 45 years old and requires upgrades and improvements to maintain functionality for the life and safety personnel that use the facility.

#### Scheduling:

The anticipated improvements and cost will be implemented for ten years, from FY2021 through FY2030.

#### **Operating Budget Impact:**

Costs of design and construction for the facility are recoverable and reimbursed through the City's agreement with the Heartland Fire Training Authority.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	- 1	-	-
Consulting Services (8325)	30,000	30,000	80,000	110,000
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	18,000	18,000	30,300	48,300
Inspection Services-Internal (8337)	12,000	12,000	20,000	32,000
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	-	-	-	-
Janitorial (8544)	-	-	-	-
Permits & Fees (8560)	-	-	-	-
Printing & Binding (8570)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Improvements / Abatement & Demo (9055)	-	-	-	-
Construction-Buildings (9060)	105,500	105,500	400,500	506,000
Infrastructure (9065)	-	-	-	-
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	165,500	165,500	530,800	696,300
Source(s) of Funds:				
Heartland Fire Training	165,500	165,500	530,800	696,300
FUNDING TOTAL:	165,500	165,500	530,800	- 696,300

PROJECT NAME: FIRE ADMIN OFFICES AT PSC ACTIVITY: 502900
PROJECT NO: PS0012

#### Description:

The project involves the design, construction and oversight of tenant improvements for the 3rd floor of the existing Public Safety Center (PSC) to house Fire administrative offices. The proposed improvements are in response to a request by Heartland Communications Facility Authority (HCFA) to relocate to the existing Fire Administrative offices, A portion of the 3rd floor of the PSC is currently vacant and suitable for the proposed use. Proposed improvements include: framing of offices, conference room and hallways; electrical services; fiber optic cable and data connections; heating, ventilation and cooling; flooring treatments; fixtures, furnishings and equipment.

#### Justification:

Heartland Communications Facility Authority (HCFA) is in need of office space that meets the needs of the authority. Relocating Fire Administrative staff to the Public Safety Center would allow for the expansion of HCFA to the current Fire Administrative office and generate additional revenue for the City via increased rent for the larger office space to be utilized by HCFA.

#### Scheduling:

Design is anticipated to complete by Spring 2021 with construction following in fiscal year 2021-22.

#### **Operating Budget Impact:**

Minimal increases to utility expenses and building maintenance are anticipated from the project due to increasing occupancy at the Public Safety Center. Revenue generation from the lease of the proposed space is expected to offset all costs associated with increased utility consumption.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	60,000	38,000		38,000
Consulting Services (8325)				
Engineering Services (8335)		-	-	-
Engineering Services-Internal (8336)	14,650	14,650		14,650
Inspection Services-Internal (8337)				
Legal Services (8345)				
Other Prof/Tech Services (8395)				
Advertising (8522)	300	300		300
Janitorial (8544)				
Permits & Fees (8560)	50	50		50
Printing & Binding (8570)				
Furniture, Machinery & Equipment (9035)		85,900		85,900
Land Improvements / Abatement & Demo (9055)				
Construction-Buildings (9060)	200,000	136,100	95,000	231,100
Infrastructure (9065)				
Contingency (9060)	25,000	25,000	(25,000)	-
PROJECT COST TOTAL:	300,000	300,000		370,000
Source(s) of Funds:				
				-
Prop O	300,000	300,000	70,000	370,000
FUNDING TOTAL:	300,000	300,000	70,000	370,000

PROJECT NAME: JAMACHA ROAD SAFETY IMPROVEMENTS ACTIVITY: 550000 PROJECT NO: PW3688

#### Description:

Installation of raised medians, high visibility pedestrian crossings at signalized intersections, curb extensions, and pedestrian crossings at uncontrolled locations with enhanced safety features along Jamacha Road and Second Street from Washington Avenue to Broadway.

#### Justification:

A Highway Safety Improvement Program (HSIP) grant was obtained from Caltrans in December 2018. This project will promote safety along this corridor for pedestrians, cyclists, and vehicle traffic.

#### Scheduling:

Design will begin in Fall 2020 with construction anticipated by early 2022.

#### Operating Budget Impact:

Funding is provided from a Caltrans HSIP grant and local matching TransNet funds.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	384,700	384,700	(80,000)	304,700
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	-	-	40,000	40,000
Inspection Services-Internal (8337)	15,000	15,000	-	15,000
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	250	250	-	250
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	50	50	-	50
Printing & Binding (8570)	-	-	-	•
Furniture, Machinery & Equipment (9035)	-	-	-	•
Land Acquisition (9050)	-	-	-	•
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	2,312,300	2,312,300	350,000	2,662,300
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	2,712,300	2,712,300	310,000	3,022,300
Source(s) of Funds:				
552900 HSIPL 5211(040)	2,386,824	2,386,824	-	2,386,824
TransNet EL03			310,000	310,000
TransNet EL06	108,492	108,492	-	108,492
TransNet EL11	108,492	108,492	-	108,492
TransNet EL18	108,492	108,492	-	108,492
FUNDING TOTAL:	2,712,300	2,712,300	310,000	3,022,300

PROJECT NAME: MADISON AVENUE SAFETY IMPROVEMENTS ACTIVITY: 550000
PROJECT NO: PW3689

#### Description:

Install bicycle lanes, enhanced safety features at uncontrolled pedestrian crossings, and new street lighting on Madison Avenue from North Johnson Avenue to 670 feet east of North Second Street.

#### Justification:

A Highway Safety Improvement Program (HSIP) grant was obtained from Caltrans in December 2018. This project will promote safety along this corridor for pedestrians, cyclists, and vehicle traffic.

#### Scheduling:

Design is underway with a construction completion date of Summer 2022.

#### Operating Budget Impact:

Funding is provided from a Caltrans HSIP grant and local matching TransNet funds.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	370,000	370,000	-	370,000
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	-	-	-	-
Inspection Services-Internal (8337)	-	-	-	-
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	-	-
Advertising (8522)	-	-	-	-
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	-	-	-	-
Printing & Binding (8570)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	•
Land Acquisition (9050)	-	-	-	-
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	2,331,900	2,331,900	310,000	2,641,900
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	2,701,900	2,701,900	310,000	3,011,900
Source(s) of Funds:				
552900 HSIPL 5211(041)	2,431,710	2,431,710	-	2,431,710
TransNet EL06	90,064	90,064	-	90,064
TransNet EL11	90,063	90,063	-	90,063
TransNet EL18	90,063	90,063	150,000	240,063
TransNet EL29	-	-	160,000	160,000
FUNDING TOTAL:	2,701,900	2,701,900	310,000	3,011,900

PROJECT NAME: EL CAJON TRANSIT CENTER COMMUNITY IMPROVEMENTS ACTIVITY: 550000
PROJECT NO: PW3690

#### Description:

Improvements are proposed along El Cajon Boulevard between Chamberlain Avenue and Lexington Avenue, along Palm Avenue between Marshall Avenue and El Cajon Boulevard, and along Johnson Avenue approaching El Cajon Boulevard. The project is the first phase of proposed improvements that will revitalize the Transit District by creating a sense of place and providing a direct link to transit by installing elements that will encourage smart growth such as wide sidewalks, enhanced crosswalks, thematic lighting, stormwater planter basins, street trees, site furniture, a roundabout, intersection bulb-outs, signage, and Class I bikeway path along Johnson Avenue.

#### Justification:

A SANDAG Smart Growth Incentive Program grant was obtained in July 2018. The proposed El Cajon Transit Center Community Connection Improvements project was identified in the adopted El Cajon Transit District Specific Plan as a high priority project. This project will promote high density, mixed-use smart growth by creating visually unified street spaces, making places of interest easy to get to by walking, bicycling, public transportation, and present a more welcoming image of the City.

#### Scheduling:

Design work began in January 2020 with construction anticipated by Spring 2022.

#### **Operating Budget Impact:**

Landscaping maintenance is expected to increase operating costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	355,400	328,807	50,000	378,807
Engineering Services (8335)	-	-	-	-
Engineering Services-Internal (8336)	75,000	75,000	-	75,000
Inspection Services-Internal (8337)	-	26,593	-	26,593
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)	-	-	350,000	350,000
Advertising (8522)	250	250	-	250
Janitorial Services (8544)	-	-	-	-
Permits & Fees (8560)	50	50	-	50
Printing & Binding (8570)	-	-	-	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Acquisition (9050)	-	-	-	-
Construction-Buildings (9060)	-	-	-	-
Infrastructure (9065)	2,370,500	2,679,300	2,830,000	5,509,300
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	2,801,200	3,110,000	3,230,000	6,340,000
[a		T		
Source(s) of Funds:				-
SANDAG Smart Growth Improvement Program Grant	2,500,000	2,500,000	-	2,500,000
San Diego River Conservancy Grant - Prop 68	-	250,000	-	250,000
TransNet EL11	301,200	360,000	140,000	500,000
TransNet EL03			1,500,000	1,500,000
RTCIP			720,000	720,000
Wastewater Enterprise			870,000	870,000
FUNDING TOTAL:	2,801,200	3,110,000	3,230,000	6,340,000

PROJECT NAME: EL CAJON ACTIVE TRANSPORTATION PLAN ACTIVITY: 550000 PROJECT NO: PW3692

#### Description:

This effort will develop an Active Transportation Plan for the City of El Cajon. Key deliverables include a Sidewalk/Pedestrian Master Plan, an update to the 2011 Bicycle Master Plan, incorporation and prioritization of findings from the City's ongoing Safe Routes to School program, and refinement of conceptual mobility improvements in the City's Transit District Specific Plan.

#### Justification:

A SANDAG Smart Growth Incentive Program grant was obtained in July 2018. The City of El Cajon is one of the few remaining cities in the County without a comprehensive Active Transportation Plan. The overarching goals of this effort will be to increase safety for all pedestrians and bicyclists in the City, increase awareness and community support for active transportation, and develop a plan that will allow the City to better compete for regional and statewide active transportation capital grants.

#### Scheduling:

Project will be completed in fall 2021.

#### **Operating Budget Impact:**

Funding is provided from a SANDAG Smart Growth Incentive Program grant with \$207,000 SGIP grant funds.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-	-	-
Consulting Services (8325)	207,000	207,000		207,000
Engineering Services (8335)		-	-	-
Engineering Services-Internal (8336)	-	-	-	_
Inspection Services-Internal (8337)	-	-	-	-
Legal Services (8345)	-	-	-	-
Other Prof/Tech Services (8395)		-	_	-
Internal Prof/Tech Services (8396)	23,000	23,000	(23,000)	-
Advertising (8522)	-	-	-	-
Janitorial Services (8544)	-	-	=	-
Permits & Fees (8560)	-	-	-	-
Printing & Binding (8570)	-	-	=	-
Furniture, Machinery & Equipment (9035)	-	-	-	-
Land Acquisition (9050)	-	-	-	-
Construction-Buildings (9060)	-	-	=	-
Infrastructure (9065)	-	-	-	-
Contingency (9060)	-	-	-	-
PROJECT COST TOTAL:	230,000	230,000	(23,000)	207,000
Source(s) of Funds:				
SANDAG Smart Growth Improvement Program Grant	207,000	207,000	-	207,000
General fund (in-kind staff match)	23,000	23,000	(23,000)	-
FUNDING TOTAL:	230,000	230,000	(23,000)	207,000

 PROJECT NAME:
 OVERLAY 2020
 ACTIVITY:
 550000

 PROJECT NO:
 PW50020

**Description:** 

Provides for the reconstruction and/or resurfacing of several collectors and thoroughfares.

#### Justification:

Public Works systematically reviews the condition of streets in conjunction with the Pavement Management Program and recommends maintenance in a systematic manner. Preventative maintenance is the most cost-effective method of road surface management.

#### Scheduling:

Construction is scheduled for Summer 2021.

#### **Operating Budget Impact:**

Anticipated reduction in maintenance costs. Reimbursement of engineering services will reduce General Fund support for project related expenses.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	-	-		-
Consulting Services (8325)	-	-		-
Engineering Services (8335)	-	-		-
Engineering Services-Internal (8336)	125,000	125,000		125,000
Inspection Services-Internal (8337)	100,000	100,000		100,000
Legal Services (8345)	-	-		-
Other Prof/Tech Services (8395)	25,000	25,000		25,000
Advertising (8522)	500	500		500
Janitorial Services (8544)	-	-		-
Permits & Fees (8560)	50	50		50
Printing & Binding (8570)	-	-		-
Furniture, Machinery & Equipment (9035)	-	-		-
Land Improvements (9055)	-	-		-
Construction-Buildings (9060)	-	-		-
Infrastructure (9065)	2,950,591	3,749,450	(310,000)	3,439,450
Contingency (9060)	-	•		-
PROJECT COST TOTAL:	3,201,141	4,000,000	(310,000)	3,690,000
Source(s) of Funds:				
TransNet Project ID #EL03	2,101,141	1,900,000	(310,000)	1,590,000
RMRA Gas Tax Funding	1,100,000	1,350,000	-	1,350,000
CalRecycle Rubberized Asphalt Grant		350,000	-	350,000
Specific Street Obligations		400,000	-	400,000
FUNDING TOTAL:	3,201,141	4,000,000	(310,000)	3,690,000

PROJECT NAME: ADA Concrete Improvements 2021 ACTIVITY: 550000 PROJECT NO: PW53021

#### Description:

Americans with Disabilities Act (ADA) improvements related to the 25-year work plan have been identified. Project locations include design work for unimproved streets, noncompliant ADA curb ramps and utility conflicts. Concrete improvements includes sidewalk, curb and gutter, ramps, cross gutter and other various structures.

#### Justification:

The City is required to implement the proposed concrete improvements in order to comply with ADA requirements.

#### Scheduling:

Design and construction is anticipated to be completed in Fiscal Year 2021-2022.

#### **Operating Budget Impact:**

This project is expected to have a minimal increase in maintenance costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	25,000	25,000		25,000
Inspection Services-Internal (8337)	25,000	25,000		25,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)	300	300		300
Janitorial Services (8544)				-
Permits & Fees (8560)	50	50	<u> </u>	50
Printing & Binding (8570)				-
Furniture, Machinery & Equipment (9035)		[	<u>[</u>	-
Land Improvements (9055)				-
Construction-Buildings (9060)		L'	<u> </u> '	-
Infrastructure (9065)	224,650	224,650	510,000	734,650
Contingency (9060)			<u> </u>	-
PROJECT COST TOTAL:	275,000	275,000	510,000	785,000
Source(s) of Funds:			[	
CDBG (C0926)	275,000	275,000		275,000
CDBG (Crisis House Property Sale)			510,000	510,000
FUNDING TOTAL:	275,000	275,000	510,000	785,000

PROJECT NAME: BOX CULVERT CONDITION ASSESSMENT AND REPAIRS ACTIVITY: 650900 PROJECT NO: WW3611

#### Description:

Project includes an investigation and condition assessment of the City's older (late 60's) Reinforced Concrete Box Culverts. Once the condition is determined, the consultant will determine methods for repair, rank repairs and determine priorities. After completion of the investigation and condition of assessment by the structural engineer, the preliminary construction cost estimate is nearly \$1M for all repairs.

#### Justification:

Recent observation by Operations staff has identified structural deterioration at various locations. Most of the box culverts constructed over the City's channels were constructed around the same time in the 1960's. While there have been several projects that have addressed maintenance for the concrete lined channel, the box culverts have aged and require repair. Due to the specialized nature of these structures, a condition assessment by a technical expert in reinforced concrete structures is necessary.

#### Scheduling:

This project is anticipated to begin in Fiscal Year 2017-18 with construction anticipated to be completed in Fiscal Year 2021-22.

#### **Operating Budget Impact:**

No effect.

	Original Project	Current Project	Proposed Project	Proposed Project
	Budget	Budget	Amendment	Budget
Operating Supplies (8160)				-
Architectural Services (8315)				-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	70,000	124,075	(40,000)	84,075
Inspection Services-Internal (8337)			10,000	10,000
Legal Services (8345)				
Other Prof/Tech Services (8395)	143,000	200,162		200,162
Advertising (8522)	250	250		250
Janitorial Services (8544)				-
Permits & Fees (8560)	50	50		50
Printing & Binding (8570)				-
Furniture, Machinery & Equipment (9035)				-
Land Improvements / Abatement & Demo (9055)				-
Construction-Buildings (9060)				-
Infrastructure (9065)	250,000	250,000	750,000	1,000,000
Contingency (9060)				-
PROJECT COST TOTAL:	463,300	574,537	720,000	1,294,537
Source(s) of Funds:	1 1		1	
ource(s) or runus.				
Wastewater	463,300	574,537	720,000	1,294,537
FUNDING TOTAL:	463,300	574,537	720,000	1,294,537

PROJECT NAME: PW OPERATIONS WASTE DISPOSAL IMPROVEMENTS ACTIVITY: 650900 PROJECT NO: WW3654

#### Description:

This project will install fencing, splash protection walls, cameras and a rock separator at the wastewater dump station. These measures will improve billing processes, eliminate debris from entering the sewer collection system, enhance security and minimize the City's liability from a potential sewer spill into Forester Creek.

#### Justification:

The last cleaning and televising of the City's outfall trunk line showed a problem that has developed from the installation of the waste haulers septic dump station. A significant amount if debris, mostly rock, was discovered and removed from the collection system downstream from the dump station. The lack of a device to screen the loads from the waste haulers enables large amounts of debris to directly enter the City's sewer collection system. Additionally, the current video detection system utilize for billing the waste haulers companies is in need of improvement. The current video system only captures approximately 65% of the vehicles that dump at the dump station. This creates the arduous task of reviewing hours of video in order to bill the companies. Moreover, recent sewer discharges from the waste haulers companies into Forester Creek has heighten awareness for the need of additional measures to prevent sewer from escaping the dump station and entering Forester Creek.

#### Scheduling:

Design is anticipated to begin in Summer 2021 with construction anticipated to begin in Fall 2021.

#### **Operating Budget Impact:**

Repairs will reduce long-term operational and maintenance costs.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)	<del>-</del>	_		_
Consulting Services (8325)	-	-		-
Engineering Services (8335)	-	-		-
Engineering Services-Internal (8336)		6,000		6,000
Inspection Services-Internal (8337)		6,000		6,000
Legal Services (8345)		-		-
Other Prof/Tech Services (8395)		-		-
Advertising (8522)		250		250
Janitorial Services (8544)		-		-
Permits & Fees (8560)		50		50
Printing & Binding (8570)		-		-
Furniture, Machinery & Equipment (9035)		-		-
Land Improvements / Abatement & Demo (9055)		-		-
Construction-Buildings (9060)		-		-
Infrastructure (9065)		27,700	60,000	87,700
Contingency (9060)				-
PROJECT COST TOTAL:	-	40,000	60,000	100,000
Source(s) of Funds:				-
				-
Wastewater	-	40,000	60,000	100,000
FUNDING TOTAL		40.000	00.000	-
FUNDING TOTAL:	-	40,000	60,000	100,000

PROJECT NAME: WATER QUALITY IMPROVEMENTS ACTIVITY: 650900 PROJECT NO: WW3655

#### Description:

Installation of storm water pollution structural controls, such as full capture storm drain filters at various locations. These controls keep storm drains clean and clear of contaminants as required by regional, state, and national regulations.

#### Justification:

In accordance with the Regional Water Quality Control Board's Order R9-2017-0077, storm water regulations require the implementation of measures that prevent trash and other pollutants from entering the City's storm drain system. The installation of structural controls, such as full capture storm drain filters, are viable treatment mechanisms that reduce pollutants. In accordance with the Regional Water Quality Control Board's Order R9-2017-0077, storm water regulations require the implementation of measures that prevent pollutants from entering the City's storm drain system. The installation of structural controls, such as full capture storm drain (FCD) filters, are required at storm drain inlets that receive storm runoff from designated Priority Land Uses. Approximately 349 FCDs must be installed by December 2029.

#### Scheduling:

Five (5) year project. 30% of FCDs to be installed by June 2024, 70% of FCDs by June 2027.

#### **Operating Budget Impact:**

Operational and maintenance costs will incrementally increase as filters are installed. Some incremental costs for supplies will be absorbed in the Division's operating budget.

	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Architectural Services (8315)			1	-
Consulting Services (8325)				-
Engineering Services (8335)				-
Engineering Services-Internal (8336)	29,700	5,000	45,000	50,000
Inspection Services-Internal (8337)	30,000	4,700	70,300	75,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				-
Advertising (8522)	250	250	250	500
Permits & Fees (8560)				-
Janitorial Services (8544)	50	50	50	100
Printing & Binding (8570)				-
Furniture, Machinery & Equipment (9035)				-
Land Improvements / Abatement & Demo (9055)				-
Construction-Buildings (9060)		-		-
Infrastructure (9065)	175,000	40,000	2,834,400	2,874,400
Contingency (9060)				-
PROJECT COST TOTAL:	235,000	50,000	2,950,000	3,000,000
Source(s) of Funds:				-
				-
Wastewater	235,000	50,000	2,950,000	3,000,000
				-
FUNDING TOTAL:	235,000	50,000	2,950,000	3,000,000

PROJECT NAME: SEWER AND STORM DRAIN PIPE REHABILITATION ACTIVITY: 650900 PROJECT NO: WW60021

Description:

Rehabilitation by various lining methods for various pipe types, including corrugated metal storm drain pipe and junction structures throughout the City.

#### Justification:

Much of El Cajon's pipeline infrastructure was installed in the 1960's and 1970's and consisted of corrugated metal pipe for the storm drain system. These pipes are at the end of their life cycle and require rehabilitation for an estimated cost of \$23,000,000 to repair pipes that require attention.

#### Scheduling:

Pipeline repairs will continue on a priority basis as funds are available. It is projected that all repairs throughout the system will be completed by Fiscal Year 2027-28.

#### **Operating Budget Impact:**

As repairs are made, the need for intense maintenance will decrease.

	Original Project Budget	Current Project Budget	Proposed Project Budget	Proposed Project Budget
Architectural Services (8315)			I	-
Consulting Services (8325)	1		400,000	400,000
Engineering Services (8335)	1			-
Engineering Services-Internal (8336)	<u></u>			
Inspection Services-Internal (8337)	75,000	75,000		75,000
Other Prof/Tech Services (8395)	75,000	75,000		75,000
Advertising (8522)		9,400	(9,000)	400
Permits & Fees (8560)		250		250
Land Acquisition (9050)		50		50
Construction-Buildings (9060)				-
Infrastructure (9065)			949,300	949,300
Relocation Costs (9080)		940,300	(940,300)	-
Other Misc. Expenses (8524, 8568, 8576 & 8594)				-
Land Improvements / Abatement & Demo (9055)				-
Contingency (9060)				-
PROJECT COST TOTAL:	150,000	1,100,000	400,000	1,500,000
Source(s) of Funds:				
Wastewater	150,000	1,100,000	400,000	1,500,000
FUNDING TOTAL:	150,000	1,100,000	400,000	1,500,000

PROJECT NAME: MADISON AVENUE SEWER REPLACEMENT ACTIVITY: 650900 PROJECT NO: WW3722

#### Description:

This project will upsize approximately 683 feet of 8" sewer line with a new 12" sewer line, reconnect sewer services and rehabilitate two manholes on Madison Avenue from Macon to Third.

#### Justification:

The Wastewater Master Plan identified a current capacity deficiency due to wet weather flows in the collection system at Madison Avenue from Macon to Third. The increase in infiltration and inflow during rain events contribute to a significant increase in flow. This wet weather flow has the potential to cause a surcharge on the system and in the future could cause an overflow if this issue is not addressed.

#### Scheduling:

Pipeline repairs will continue on a priority basis as funds are available. Design and construction will be scheduled for fiscal year 2021-22.

#### **Operating Budget Impact:**

As repairs are made, the need for intense maintenance will decrease.

			ı	
	Original Project Budget	Current Project Budget	Proposed Project Amendment	Proposed Project Budget
Operating Supplies (8160)				-
Architectural Services (8315)				-
Consulting Services (8325)			100,000	100,000
Engineering Services (8335)				-
Engineering Services-Internal (8336)		75,000		75,000
Inspection Services-Internal (8337)			10,000	10,000
Legal Services (8345)				-
Other Prof/Tech Services (8395)				
Advertising (8522)			250	250
Janitorial Services (8544)			50	50
Permits & Fees (8560)			50	50
Printing & Binding (8570)				
Furniture, Machinery & Equipment (9035)				
Land Improvements / Abatement & Demo (9055)				
Construction-Buildings (9060)				
Infrastructure (9065)			514,650	514,650
Contingency (9060)				
PROJECT COST TOTAL:	-	75,000	625,000	700,000
Source(s) of Funds:	1		Π	
Wastewater	-	75,000	625,000	700,000
FUNDING TOTAL:	-	75,000	625,000	700,000

## **Capital Improvement Program**

Fiscal Year 2021 – 2022 Annual Budget



# Capital Improvement Program Fiscal Year 2021 – 2022 Annual Budget

### **Capital Improvement Program Status Report**

Projects Budgeted in Fiscal Year 2020-21 or Prior

City Dro	aram						
City Pro Original	gram		Original	Current	Project	Remaining	
Budget			Project	Project	Expenditures	Budget /	Status as of
Year	Project #	Project Name	Budget	Budget	as of FY21 P10	(Shortfall)	FY21 P10
2020		HVAC Improvements at Rec Centers	\$ 330,000	\$ 330,000	\$ 26,018.52		Active
2020		Window Repair/Maintenance City Hall	350,000	350,000	Ç 20,010.32	350,000.00	Active
2021		Heartland Fire Training Facility Improv.	165,500	165,500	68,512.50	96,987.50	Active
2021		Bill Beck Park Playground Resurfacing	100,000	100,000	4,862.88	95,137.12	Completed
2021		Public Safety Energy Efficiency	3,235,000	3,235,000	49,645.00	3,185,355.00	Active
			5,255,555	-,,	,	5,255,555	
Parks Pr	rogram						
Original			Original	Date Budget	Project	Remaining	
Budget			Project	as of FY21	Expenditures	Budget /	Status as of
Year	Project #	Project Name	Budget	P10	as of FY20 P11	(Shortfall)	FY21 P10
2018	PK3610	Wells Park Improvements	\$ 500,000	\$ 1,250,000	\$ 653,300.32	\$ 596,699.68	Active
2020	PK3681	Kennedy Park Shade Structure	45,000	45,000	42,445.33	2,554.67	Completed
2020	PK3682	Kennedy Park Solar Light	16,000	16,000	3,815.95	12,184.05	Completed
2020	PK3683	Bill Beck Solar Light	30,000	30,000	10,556.65	19,443.35	Completed
2020	PK3700	Wells Park Stormwater& Landscaping	650,000	650,000	52,133.04	597,866.96	Active
2020	PK3711	Kennedy Park Playground Resurfacing	115,000	115,000	79,913.22	35,086.78	Completed
Public S	afety Pro	ogram					
Original			Original	Date Budget	Project	Remaining	
Budget			Project	as of FY21	Expenditures	Budget /	Status as of
Budget Year	Project #	Project Name	•	•	•	Budget / (Shortfall)	Status as of FY21 P10
_	Project #	Project Name PD Gun Range Security Upgrades	Project	as of FY21	Expenditures	(Shortfall)	
Year		•	Project Budget	as of FY21 P10	Expenditures as of FY21 P10	(Shortfall)	FY21 P10
<b>Year</b> 2020	PS0090	PD Gun Range Security Upgrades	Project Budget \$ 75,000	as of FY21 P10 \$ 75,000	Expenditures as of FY21 P10 \$ 38,879.87	(Shortfall) \$ 36,120.13	FY21 P10 Completed
Year 2020 2020	PS0090 PS0011	PD Gun Range Security Upgrades PD Security Gate at Parking Level One	Project Budget \$ 75,000 50,000	as of FY21 P10 \$ 75,000 65,000	Expenditures as of FY21 P10 \$ 38,879.87 64,397.21	(Shortfall) \$ 36,120.13 602.79	FY21 P10  Completed Completed
2020 2020 2020 2020	PS0090 PS0011 PS0063	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate	Project Budget \$ 75,000 50,000 50,000	as of FY21 P10 \$ 75,000 65,000 61,000	Expenditures as of FY21 P10 \$ 38,879.87 64,397.21 39,747.67	(Shortfall) \$ 36,120.13 602.79 21,252.33	FY21 P10  Completed Completed Completed
Year 2020 2020 2020 2020 2020	PS0090 PS0011 PS0063 PS0071	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv.	Project Budget  \$ 75,000 50,000 50,000 3,500,000	as of FY21 P10 \$ 75,000 65,000 61,000 2,885	<b>Expenditures as of FY21 P10</b> \$ 38,879.87 64,397.21 39,747.67 2,885.00	(Shortfall) \$ 36,120.13 602.79 21,252.33	FY21 P10  Completed Completed Completed Completed
Year 2020 2020 2020 2020 2020 2020	PS0090 PS0011 PS0063 PS0071 PS0012	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC	Project Budget  \$ 75,000 50,000 50,000 3,500,000 300,000	\$ of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04	FY21 P10  Completed Completed Completed Completed Active
2020 2020 2020 2020 2020 2020 2021	PS0090 PS0011 PS0063 PS0071 PS0012	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel	Project Budget  \$ 75,000 50,000 50,000 3,500,000 300,000	\$ of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04	FY21 P10  Completed Completed Completed Completed Active
2020 2020 2020 2020 2020 2020 2021	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel	Project Budget  \$ 75,000 50,000 50,000 3,500,000 300,000	\$ of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000	Expenditures as of FY21 P10 \$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04	FY21 P10  Completed Completed Completed Completed Active
2020 2020 2020 2020 2020 2020 2021 Wastew	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel	Project Budget  \$ 75,000 50,000 50,000 3,500,000 300,000 3,500,000	\$ 75,000 65,000 61,000 2,885 300,000 3,500,000	Expenditures as of FY21 P10 \$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96	\$ 36,120.13 602.79 21,252.33 - 257,732.04 3,500,000.00	FY21 P10  Completed Completed Completed Completed Active
Year 2020 2020 2020 2020 2020 2021  Wastew Original	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel	Project Budget  \$ 75,000 50,000 50,000 3,500,000 300,000 3,500,000  Original	\$ 75,000 65,000 61,000 2,885 300,000 3,500,000	Expenditures as of FY21 P10 \$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04 3,500,000.00	FY21 P10  Completed Completed Completed Completed Active Active
2020 2020 2020 2020 2020 2020 2021 Wastew Original Budget	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel	\$ 75,000 50,000 50,000 3,500,000 3,500,000 3,500,000 0 Original Project	\$ 75,000 65,000 61,000 2,885 300,000 3,500,000	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96 Project Expenditures	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04 3,500,000.00  Remaining Budget /	FY21 P10  Completed Completed Completed Completed Active Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name	\$ 75,000 50,000 50,000 3,500,000 3,500,000 3,500,000 Original Project Budget	\$ 75,000 65,000 61,000 2,885 300,000 3,500,000 Date Budget as of FY21 P10	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96 Project Expenditures as of FY21 P10	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04 3,500,000.00  Remaining Budget / (Shortfall)	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10
2020 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name Broadway Earthen Channel Repairs	Project     Budget     75,000     50,000     3,500,000     3,500,000     3,500,000     Vertical     Project     Budget     \$ 478,750	\$ of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000 3,500,000 Date Budget as of FY21 P10 \$ 5,474,558	## ST	(Shortfall) \$ 36,120.13 602.79 21,252.33	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active
2020 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611 WW3654	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name  Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs	Project   Budget   75,000   50,000   3,500,000   3,500,000   3,500,000   White   Whi	\$ of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000 3,500,000 Date Budget as of FY21 P10 \$ 5,474,558 574,537	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96 Project Expenditures as of FY21 P10 \$ 772,201.44 109,500.11	(Shortfall) \$ 36,120.13 602.79 21,252.33 - 257,732.04 3,500,000.00  Remaining Budget / (Shortfall) \$ 4,702,356.56 465,036.89	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018 2019	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611 WW3654 WW3655	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name  Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs Public Works Operations Center Rock Trap	Project     Budget     75,000     50,000     3,500,000     3,500,000     3,500,000     Original     Project     Budget     478,750     255,300     40,000	as of FY21 P10 \$ 75,000 65,000 61,000 2,885 300,000 3,500,000 Date Budget as of FY21 P10 \$ 5,474,558 574,537 40,000	## ST	(Shortfall) \$ 36,120.13 602.79 21,252.33	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active Active Active Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018 2019	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611 WW3654 WW3655 WW60019	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs Public Works Operations Center Rock Trap Water Quality Improvements	Project     Budget     75,000     50,000     3,500,000     3,500,000     Original     Project     Budget     478,750     255,300     40,000     235,000	as of FY21 P10  \$ 75,000 65,000 61,000 2,885 300,000 3,500,000  Date Budget as of FY21 P10  \$ 5,474,558 574,537 40,000 50,000	Expenditures as of FY21 P10  \$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96  Project Expenditures as of FY21 P10  \$ 772,201.44 109,500.11 3,259.62 15,744.55	(Shortfall) \$ 36,120.13 602.79 21,252.33 257,732.04 3,500,000.00  Remaining Budget / (Shortfall) \$ 4,702,356.56 465,036.89 36,740.38 34,255.45	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active Active Active Active Active Active Active Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018 2019 2019	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611 WW3654 WW3655 WW60019 WW61019	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs Public Works Operations Center Rock Trap Water Quality Improvements Pipeline Lining 2019	Project Budget  \$ 75,000 50,000 50,000 3,500,000 3,500,000  Original Project Budget  \$ 478,750 255,300 40,000 235,000 1,600,000	as of FY21 P10  \$ 75,000 65,000 61,000 2,885 300,000 3,500,000  Date Budget as of FY21 P10  \$ 5,474,558 574,537 40,000 50,000 1,115,300	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96 Project Expenditures as of FY21 P10 \$ 772,201.44 109,500.11 3,259.62 15,744.55 16,671.10	(Shortfall) \$ 36,120.13 602.79 21,252.33 257,732.04 3,500,000.00  Remaining Budget / (Shortfall) \$ 4,702,356.56 465,036.89 36,740.38 34,255.45 1,098,628.90	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018 2019 2019 2019	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3581 WW3654 WW3655 WW60019 WW61019 WW60021 WW61021	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name  Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs Public Works Operations Center Rock Trap Water Quality Improvements Pipeline Lining 2019 Pipeline Replacement 2019 Sewer and Storm Drain Pipe Sewer and Storm Drain Pipe Replacement	Project Budget  \$ 75,000 50,000 3,500,000 3,500,000 3,500,000  Original Project Budget  \$ 478,750 255,300 40,000 235,000 1,600,000 1,500,000 1,500,000 1,100,000 1,255,550	as of FY21 P10  \$ 75,000 65,000 61,000 2,885 300,000 3,500,000  Date Budget as of FY21 P10  \$ 5,474,558 574,537 40,000 50,000 1,115,300 1,266,566 1,100,000 1,285,040	\$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96 Project Expenditures as of FY21 P10 \$ 772,201.44 109,500.11 3,259.62 15,744.55 16,671.10	(Shortfall)  \$ 36,120.13	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active
Year 2020 2020 2020 2020 2021  Wastew Original Budget Year 2017 2018 2019 2019 2019 2019 2021	PS0090 PS0011 PS0063 PS0071 PS0012 PS0051  /ater Pro  Project #  WW3586 WW3611 WW3654 WW3655 WW60019 WW61019 WW60021 WW61021 WW3722	PD Gun Range Security Upgrades PD Security Gate at Parking Level One Fire Station 9 Security Gate Public Safety Energy Efficiency Improv. Fire Administrative Offices at ECPSC Fire Station 7 Remodel  gram  Project Name  Broadway Earthen Channel Repairs Box Culvert Assessment & Repairs Public Works Operations Center Rock Trap Water Quality Improvements Pipeline Lining 2019 Pipeline Replacement 2019 Sewer and Storm Drain Pipe	Project Budget  \$ 75,000 50,000 3,500,000 3,500,000 3,500,000  Original Project Budget  \$ 478,750 255,300 40,000 235,000 1,600,000 1,500,000 1,100,000	as of FY21 P10  \$ 75,000 65,000 61,000 2,885 300,000 3,500,000  Date Budget as of FY21 P10  \$ 5,474,558 574,537 40,000 50,000 1,115,300 1,266,566 1,100,000	Expenditures as of FY21 P10  \$ 38,879.87 64,397.21 39,747.67 2,885.00 42,267.96  Project Expenditures as of FY21 P10 \$ 772,201.44 109,500.11 3,259.62 15,744.55 16,671.10 1,011,809.31	(Shortfall)  \$ 36,120.13	FY21 P10  Completed Completed Completed Active Active  Status as of FY21 P10  Active

# Capital Improvement Program Fiscal Year 2021 – 2022 Annual Budget

### **Capital Improvement Program Status Report**

Projects Budgeted in Fiscal Year 2020-21 or Prior

#### **Transportation Program**

				Pr	oject to			
Original			Original	Dat	e Budget	Project	Remaining	
Budget			Project	as	of FY21	Expenditures	Budget /	Status as of
Year	Project #	Project Name	Budget		P10	as of FY21 P10	(Shortfall)	FY21 P10
2019	PW3656	Bollards - Downtown	\$ 70,000	\$	215,000	\$ 81,516.01	\$ 133,483.99	Active
2019	PW3657	CVUSD - Safe Routes to School ATP - Ph 2	500,000		500,000	355,573.49	144,426.51	Completed
2020	PW3685	Repair/Repl. Existing Street Lighting 2020	195,000		195,000	185,088.27	9,911.73	Completed
2020	PW3686	Traffic Safety Calming 2020	100,000		105,000	105,906.25	(906.25)	Completed
2020	PW3687	Traffic Signal Upgrades 2020	150,000		150,000	72,954.22	77,045.78	Completed
2020	PW3688	Jamacha Road Safety Improvements	2,712,300	2	2,712,300	112,816.84	2,599,483.16	Active
2020	PW3689	Madison Avenue Safety Improvements	2,701,900	2	2,701,900	80,579.33	2,621,320.67	Active
2020	PW3690	EC Transit Center Community Improv.	2,801,200	3	3,110,000	238,452.49	2,871,547.51	Active
2020	PW3691	Main / Green Street Gateway Improv.	2,501,000	2	2,801,000	194,924.56	2,606,075.44	Active
2020	PW3692	El Cajon Active Transportation Plan	230,000		230,000	84,993.83	145,006.17	Active
2020	PW3693	El Cajon Bicycle Parking Enhancements	50,000		50,000	15,653.00	34,347.00	Completed
2019	PW50019	Overlay 2019	3,489,152	6	5,313,304	3,686,982.65	2,626,321.35	Completed
2020	PW53020	ADA Concrete Improvements 2020	495,213		391,213	129,555.93	261,657.07	Active
2020	PW52020	Concrete Grind 2020	180,000		90,000	90,793.25	(793.25)	Completed
2020	PW50020	Overlay 2020	3,201,141	4	1,000,000	98,160.24	3,901,839.76	Active
2020	PW51020	Slurry 2020	1,242,000	1	,417,000	1,348,092.93	68,907.07	Completed
2021	PW50021	Overlay 2021	2,850,000	2	2,850,000	-	2,850,000.00	Active
2021	PW51021	Slurry 2021	1,050,000		900,419	7,947.94	892,471.06	Active
2021	PW52021	Concrete Grind 2021	100,000		100,000	52,407.88	47,592.12	Completed
2021	PW53021	ADA Concrete Improvements 2021	275,000		275,000	5,765.63	269,234.37	Active
2021	PW3717	Pavement Management	50,000		50,000	-	50,000.00	Active
2021	PW3718	Program 2021	150,000		150,000	64,865.99	85,134.01	Active
2021	PW3719	Traffic Calming 2021	100,000		100,000	4,620.20	95,379.80	Active
2021	PW3720	Traffic Signal Upgrades 2021	200,000		200,000	162,817.20	37,182.80	Completed
2021	PW3721	Neighborhood Street Lights	500,000		500,000	2,439.44	497,560.56	Active

## Successor Agency to the El Cajon Redevelopment Agency

Fiscal Year 2021 – 2022 Annual Budget

#### **SUCCESSOR AGENCY**

#### **Mission Statement:**

The City of El Cajon, as the Successor Agency to the El Cajon Redevelopment Agency ("Agency"), is responsible for winding down the affairs of the former redevelopment agency. The Successor Agency is tasked with continuing to meet the Agency's enforceable obligations, carrying out existing cleanup plans of contaminated sites, and disposing of the assets and properties of the Agency, all as directed and approved by the Oversight Board. The Oversight Board has a fiduciary responsibility to holders of the enforceable obligations, as well as to the affected taxing entities that benefit from property tax distributions from the former redevelopment project area.

#### **Description:**

The Successor Agency's activities account for financial transactions related to debt service payments; completion of cleanup plans of contaminated sites; and administration of activities necessary to wind down the affairs of the former redevelopment agency.

The adopted Successor Agency Fiscal Year 2021-22 Budget is summarized in the table below.

	Activity/Project	Tota	al Fiscal Year 2021-22
Other Funds 702110	Successor Agency Administration	\$	41,000
702900	Hazardous Materials Testing-Park & Ballantyne	\$	100,000
RPTTF - Non A	dministrative		
701100	Successor Agency Debt Service	\$	4,470,462
	Total Fiscal Year 2021-22 Budget	\$	4,611,462

### HISTORICAL NOTES

In 1769, the founding padres of the San Diego de Alcala Mission were seeking a place to pasture their herds of cattle and flocks of sheep. They found the lush green El Cajon Valley with it surrounding hills to be a perfectly natural corral. The soil was rich and the climate perfect, so in 1794 the padres began cultivating the land. To carry water into the fields, they built a tile flume from above El Monte Park in Lakeside. With the help of the Native Americans, they worked hard tilling the soil, and devoted their time to nurturing the 50 acres of barley, corn and grapes. This was the start of the agricultural boom in our valley.

By the turn of the century the valley was full of vineyards and agriculture, with a handful of houses set beneath trees in wide fields. On the edge of town were ranches and farms. The only light that lit the sides of the hills and mountains was that of the moon. The present day intersection of Main and Magnolia was known as "Knox Corners".

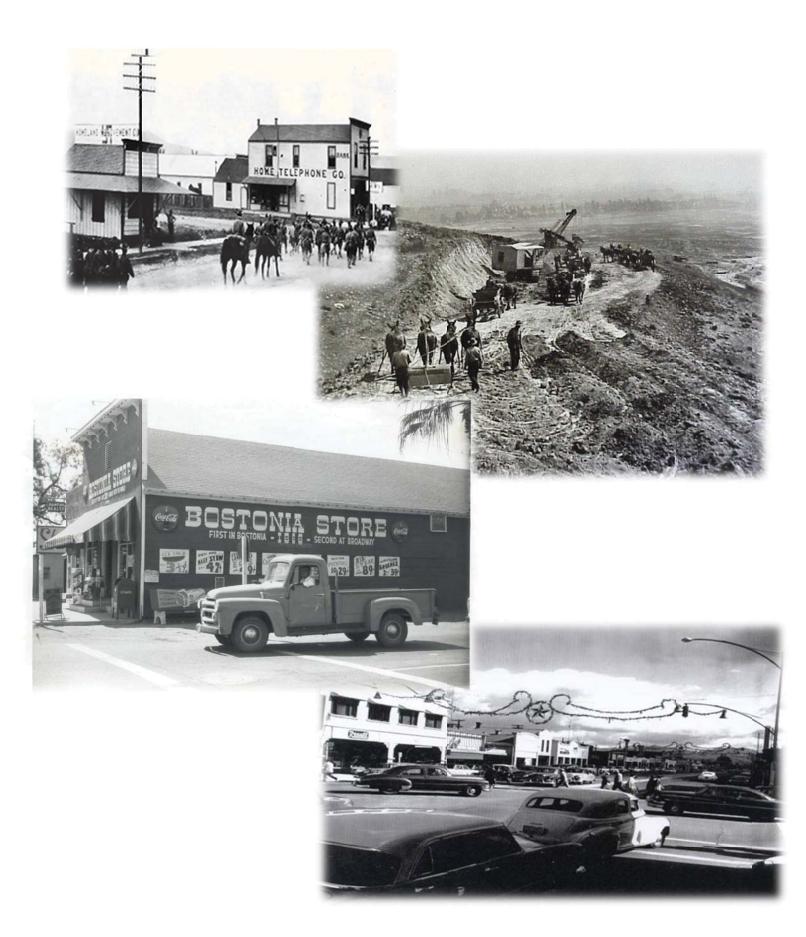
"Knox Corners" was an important and busy intersection in its day. Imagine traveling through the Wild West from Yuma on a narrow winding road and suddenly coming upon the lush green valley and arriving at the Knox Hotel.

Here the teamsters changed from 20 mule teams to two or three mules to make the haul to San Diego easier.

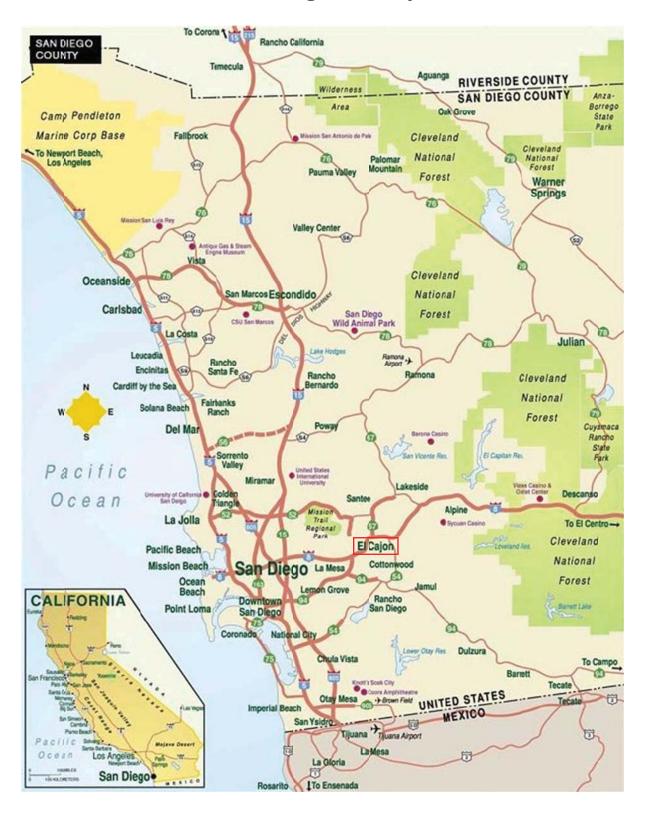
Following in the padres' footsteps, farmers began to plow the soil, transforming the hardpan into a farmer's dream. The agricultural boom was evident everywhere. Local women were employed to help sort and box the fruit.

As the town grew, so did the concerns of residents. The people decided to become a town, with officials who could address the problems that the residents could not handle themselves. Thus, the city of El Cajon was incorporated on November 12, 1912. Items on the agenda included banning range municipal cattle from streets. prohibiting hog ranching within City limits, grading and sprinkling dirt regular roads on basis. а construction badly needed of bridges, planning a City water system and installing electric lights for downtown streets.

We ask you to take a moment and salute the pioneers of our past, and remember the people who wove the bright and promising tapestry, which we enjoy today as the City of El Cajon.



# City of El Cajon, California San Diego County



#### Demographic and Economic Statistics Last Ten Fiscal Years

Fiscal Year	City Population (a)	Personal Income (in thousands) (b)	Per Capita Personal Income (b)	Median Age (c)	Average Household Size (c)	% High School Graduate (c)	% Bachelor's Degree or Higher (c)	% Below Poverty (c)	City Unemployment Rate (d)
2010	99,478	\$3,342,800	\$33,600	34.0	2.84	77.4%	14.2%	29.7%	14.2%
2011	99,981	3,309,400	33,100	34.3	2.84	78.3%	18.8%	23.5%	13.5%
2012	100,562	2,275,617	22,629	34.3	2.84	78.8%	17.1%	23.3%	12.2%
2013	100,460	2,273,317	22,629	33.7	2.84	78.8%	17.1%	23.3%	12.2%
2014	101,256	3,194,362	23,109	33.5	2.99	78.6%	17.9%	24.8%	10.3%
2015	101,444	2,050,702	23,295	32.4	3.02	78.4%	17.5%	29.7%	6.9%
2016	102,337	2,416,318	23,611	32.8	3.08	79.2%	18.2%	30.8%	5.2%
2017	102,803	2,544,066	24,747	33.3	3.06	80.4%	19.1%	24.2%	6.7%
2018	105,557	2,778,413	26,321	34.1	3.04	81.1%	19.1%	24.1%	3.6%
2019	105,559	2,930,685	27,763	33.8	3.09	82.2%	19.1%	23.0%	3.1%
2020	104,393	3,014,425	28,876	34.0	3.06	83.0%	20.1%	21.7%	3.6%

Source: MuniServices, LLC / Avenu Insights & Analytics

Fiscal years 2012 and prior, previously published CAFR Report

**Notes:** The California Department of Finance demographics estimates now incorporate 2010 Census counts as the benchmark.

- (a) Population Projections are provided by the California Department of Finance Projections.
- (b) Income Data is provided by the U.S. Census Bureau, 2010 American Community Survey
- (c) Median Age, Average Household Size, % High School Grads, % Bachelor's Degree or Higher and % Below Poverty is provided by US Census data.
- (d) Unemployment Data is provided by the EDD's Bureau of Labor Statistics Department.

#### Net Assessed Value of Property by Use Code, Citywide **Last Ten Fiscal Years** (in thousands of dollars)

	I ISCAI I EAI										
Property Use Code	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	
Residential	\$ 4,589,686	\$ 4,625,723	\$ 4,548,093	\$ 4,726,844	\$ 5,053,331	\$ 5,373,394	\$ 5,785,593	\$ 6,222,933	\$ 6,615,052	\$ 6,981,084	
Commercial	1,315,121	1,320,497	1,339,676	1,363,339	1,399,595	1,444,336	1,473,424	1,516,102	1,571,966	1,644,905	
Industrial	603,660	601,910	624,668	627,606	629,587	657,520	601,783	647,018	683,821	715,615	
Vacant	80,688	73,147	76,246	79,358	81,131	82,150	92,978	83,229	94,370	103,006	
Recreational	8,683	8,716	7,830	7,449	7,466	7,538	18,040	19,446	19,732	20,073	
Institutional	105,071	106,421	19,509	20,376	20,902	20,155	20,615	19,824	10,236	13,501	
Government	-	-	-	-	-	-	1,259	1,354	1,385	1,317	
Unknown					168	551				329	
Net Secured Value	6,702,909	6,736,414	6,616,022	6,824,972	7,192,179	7,585,644	7,993,692	8,509,907	8,996,562	9,479,830	
SBOE Unitary	1,049	1,049	1,049	419	531	531	244	531	-	-	
Unsecured Value	506,113	508,860	439,823	425,276	400,064	351,773	373,654	361,584	389,323	400,317	
Net Taxable Value	\$ 7,209,022	\$ 7,245,274	\$ 7,055,845	\$ 7,250,248	\$ 7,592,243	\$ 7,937,417	\$ 8,367,590	\$ 8,872,022	\$ 9,385,885	\$ 9,880,147	

San Diego County Assessor data, Source: MuniServices, LLC / Avenu Insights & Analytics Fiscal years 2012 and prior, previously published CAFR Report Sources:

Use code categories are based on San Diego County Assessor's data. Value includes SBOE State Unitary Value. Notes:

### Operating Indicators by Function/Program Last Ten Fiscal Years

					Fiscal \	<b>′</b> ear				
Function/Program	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Community Development										
Building permits issued	1,245	1.238	1.376	1.534	1,971	2,016	2,063	2.208	2,501	2,520
Building inspections conducted	4,279	4,337	5,340	2,522	9,529	9,608	5,631	6,919	11,142	9,580
Building inspections conducted	4,275	4,557	3,340	2,022	5,525	3,000	3,001	0,515	11,172	3,300
Police										
Physical arrests	4,605	4,513	5,015	5,088	6,589	5,121	4,861	4,754	6,385	6,432
Traffic violations	12,235	9,968	10,915	3,653	3,100	2,953	2,434	2,244	2,003	1,907
Parking violations	3,248	4,049	3,085	2,764	3,191	2,498	2,411	2,443	2,797	2,266
Animal Control										
Licenses issued	2,731	2,290	2,254	2,025	1,985	1,978	1,819	1,679	1,340	1,471
Adoptions	1,234	1,106	1,112	951	971	816	1,071	1,064	1,054	1,530
, taopaono	1,201	1,100	1,112	001	07.1	0.0	1,011	1,001	1,001	1,000
Fire										
Emergency responses	12,829	13,177	11,549	12,087	12,833	13,616	14,462	15,562	15,802	14,993
Fires extinguished (a)(b)	253	752	410	368	348	409	279	157	125	360
Fires investigated (b)	253	318	410	368	96	165	38	10	125	360
Inspections	3,058	3,684	3,921	535	813	632	1,827	1,849	609	106
Abatement compliance	288	580	407	418	2,770	88	146	73	230	228
Public works										
Street resurfacing (miles)	10	3	11	6	5	9	4	5	8	27
Officer resurfacing (filles)	10	3		O	3	9	-	3	O	21
Recreation										
Facility rentals	385	346	362	367	334	348	362	378	386	182
Classes and other bookings	2,463	2,156	1,799	1,704	1,596	1,134	1,218	1,281	1,433	811
Attendance	91,572	195,677	85,574	88,875	113,924	92,871	96,455	100,677	105,226	113,552
Montovictor										
Wastewater										
Average daily sewage transportation	0 247	7 900	7 700	7 0/14	7 720	6.000	7 404	6.459	7 224	7 620
(thousands of gallons)	8,247	7,809	7,780	7,941	7,728	6,980	7,421	6,458	7,321	7,630

**Source:** City of El Cajon Departments

**Notes**: (a) In fiscal year 2012, El Cajon Fire Department became part of the Heartland Fire and Rescue JPA and responds to fires in La Mesa, Lemon Grove, and San Miguel fire districts.

(b) Data presented are for fires within El Cajon city limits.

## Capital Asset Statistics by Function/Program Last Ten Fiscal Years

					Fisca	al Year				
Function/Program	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Government										
City Hall	1	1	1	1	1	1	1	1	1	1
Police										
Headquarters	1	1	1	1	1	1	1	1	1	1
Satellite police facilities (a)	1	0	0	0	0	0	0	0	0	0
Animal shelter	1	1	1	1	1	1	1	1	1	1
Patrol vehicle	56	56	56	56	56	56	59	59	59	59
Undercover vehicles	30	30	30	30	34	34	31	31	31	31
Tactical vehicles	5	5	5	5	5	5	5	5	5	5
Fire										
Stations	4	4	4	4	4	4	4	4	4	4
Engines/Pumper trucks	7	7	7	7	7	7	7	7	7	7
Ladder truck	1	1	1	1	1	1	1	1	1	1
Battalion chief units	2	2	2	2	2	2	2	2	2	2
Ambulances (b)	6	7	7	7	7	4	1	1	1	0
Public works										
Streets (miles)	194	194	194	194	194	194	194	194	194	194
Streetlights	2,334	2,331	2,352	2,356	2,360	2,360	2,688	2,732	2,732	2,732
Traffic signals	112	112	112	112	112	112	112	113	113	113

(Continued)

### **Capital Asset Statistics by Function/Program Last Ten Fiscal Years**

					Fisca	al Year				
Function/Program	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Parks and recreation										
Acreage	120	120	120	120	120	120	120	120	120	120
Community/recreation centers	6	6	6	6	6	6	7	7	7	7
Playing fields	5	5	5	5	5	5	5	5	5	5
Playing courts	5	5	5	5	5	5	5	5	5	5
Playgrounds	6	6	6	6	6	6	7	7	7	7
Tennis courts	1	1	1	1	1	1	1	1	1	1
Ballfields	4	4	4	4	4	4	5	5	5	6
Outdoor basketball courts	3	3	3	3	3	3	3	3	3	3
Gymnasiums	4	4	4	4	4	4	4	4	4	4
Amphitheaters/Stage	3	3	3	3	3	3	3	3	3	3
Swimming pool	1	1	1	1	1	1	1	1	1	1
Skatepark/Skate plaza	1	1	1	1	1	1	2	2	2	2
Dog park	1	1	1	1	1	1	3	3	3	3
Performing arts center	1	1	1	1	1	1	1	1	1	1
Wastewater										
Sanitary sewers (miles)	195	195	195	195	195	195	195	195	195	195
Storm sewers (miles)	72	72	72	72	72	72	82	82	82	82

(Concluded)

City Departments Source:

(a) All divisions of the Police Department moved into the new Public Safety Center in fiscal year 2012.(b) Three (3) ambulances were sold in fiscal year 2017. Notes:

### CITY OF EL CAJON GLOSSARY OF BUDGET AND FINANCE TERMS

Accounting System The total set of records and procedures that are used to record,

classify, and report information on the financial status and

operations of an entity.

Accrual Accounting A basis of accounting where revenues are recognized when earned,

and expenditures are recognized when incurred.

Activity An accounting entity created to capture the revenues and expenditures

connected with a specific unit of work or service responsibility.

AFFORD Acronym for Agencies for Fair and Objective Rate Decision.

Appropriation An authorization made by the City Council, which permits officials

to incur obligations against and to make expenditures of

governmental resources. Appropriations are usually made for fixed

amounts and are typically granted for a one-year period.

ARJIS Acronym for Automated Regional Justice Information System.

ARRA Acronym for American Recovery and Reinvestment Act.

Assessed Valuation The estimated value placed upon real and personal property by the

County Assessor as the basis for levying property taxes.

Assets Property owned by the City, which has monetary values.

Audit A systematic examination of resource utilization concluding in a

written report. It is a test of management's internal accounting

controls and is intended to:

Ascertain whether financial statements fairly present financial

positions and results of operations;

test whether transactions have been legally performed; identify areas for possible improvements in accounting

practices and procedures;

ascertain whether transactions have been recorded

accurately and consistently; and,

ascertain the managerial conduct of officials responsible for

governmental resources.

Balanced Budget A balanced budget is one where expenditures does not exceed

available resources.

Balance Sheet A statement purporting to present the financial position of an entity

by disclosing its assets, liabilities, and fund equities as of a specific

date.

Base Budget Ongoing expense for personnel, contractual services, and the

replacement of supplies and equipment required to maintain

service levels previously authorized by the City Council.

BEDI Acronym for Brownfield's Economic Development Initiative Grant

Bond (Debt Instrument) A written promise to pay (debt) a specified sum of money

(called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital

expenditures.

Budget (Operating) A plan of financial operation embodying an estimate of

expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments

operate.

Budget Calendar The schedule of key dates or milestones, which the City follows in

the preparation and adoption of the budget.

Budget Message A general discussion of the proposed budget presented by the City

Manager in writing as a part of, or supplement to, the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and

presents recommendations made by the City Manager.

CACDA Acronym for California Animal Control Directors Association.

CAFR Acronym for Comprehensive Annual Financial Report

CAPER Acronym for Consolidated Annual Performance Evaluation and

Review.

Capital Assets Assets of significant value and having a useful life of more than one

year. Capital assets are also called fixed assets.

Capital Budget A plan of proposed capital expenditures and the means of financing

them.

Capital Outlay Expenditures for the acquisition of capital assets. Includes the cost

of land, buildings, permanent improvements, machinery, large tools,

and rolling and stationary equipment.

Capital Projects Projects that purchase or construct capital assets. Typically a

capital project encompasses a purchase of land and/or the

construction of a building or facility.

construction of major capital facilities (other than those financed by

Proprietary Funds).

CARB Acronym for California Air Resources Board.

CDBG Acronym for Community Development Block Grant.

CHDO Acronym for Certified Housing Developer Organization

> documents and construction administration for the design and upgrade of various infrastructures for projects identified in the

Capital Improvement Program.

CLEEP California Law Enforcement Program (CLEEP). State grants to

local governments for the purpose of acquiring high technology

equipment.

CNT Acronym for Crisis Negotiation Team

Commodities Items of expenditure (in the operating budget) which after use, are

consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and motor fuel is examples of

commodities.

Contingency A budgetary reserve set-aside for economic uncertainty or

unforeseen expenditures not otherwise budgeted for.

Contractual Services Expenditures for services the City receives from an outside

company.

CSFMO Acronym for California Society of Municipal Finance Officers.

Debt Service Payment of interest, and repayment of principal to holders of the

City's debt instruments.

Debt Service Fund Used to account for the accumulation of resources for, and

payment of, general long-term debt.

Deficit (1) The excess of an entity's liabilities over its assets (See Fund

Balance).

(2) The excess of expenditures or expenses over revenues

during a single accounting period.

Depreciation (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements,

inadequacy or obsolescence.

Full Faith and Credit A pledge of the City's taxing power of a government to repay debt

obligations (typically used in reference to General Obligation Bonds

or tax-supported debt).

Fund An independent fiscal and accounting entity with a self-balancing

set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or

attaining certain objectives.

Fund Balance The Excess of an entity's assets over its liabilities. A negative fund

balance is sometimes called a deficit.

GASB-34 Government Accounting Standards Board Statement #34

General Fund The fund supported by taxes, fees, and other revenues that may

be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in

another fund.

General Obligation Bonds When the City pledges its full faith and credit to the repayment of

the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues. In

California, G.O. bonds must be authorized by public referenda with

a two-thirds voter approval.

GFOA Acronym for Government Finance Officers Association.

Governmental Funds A category of fund types that includes the general fund, special

revenue, capital projects, and debt service funds.

HOME Acronym for HOME Investment Partnership Program.

HCFA Acronym for Heartland Communication Facility Authority.

HFTA Acronym for Heartland Fire Training Authority.

HUD Acronym for U.S. Department of Housing and Urban Development.

Infrastructure All City owned facilities supporting the operation of the

governmental unit. It includes; streets, roads, bridges, curbs and gutters, parks, sewer lines, storm drains, sewer lift stations, all

government buildings and related facilities.

Intergovernmental Grant A contribution of assets (usually cash) by one governmental unit or

other organization to another. Typically, these contributions are

made to local governments from the State and Federal

Governments. Grants are usually made for specified purposes.

Internal Service Fund Funds used to account for the financing of goods or services

provided by one department or agency to other departments or

agencies of the City.

Investment Securities and real estate purchased and held for the production

of income in the form of interest, dividends, rentals or base

payments.

LAFCO Local Agency Formation Committee

Liability Debt or other legal obligations arising out of transactions in the

past, which must be liquidated, renewed or refunded at some future

date. NOTE: The term does not include encumbrances.

LFLIP Acronym for Local Forensic Laboratory Forensic Laboratory

Improvement Program

Maturities The dates on which the principal or stated values of investments or

debt obligations mature and may be reclaimed.

MBIA Municipal resource consultant that provides sales and property tax

auditing to enhance city revenues.

MTDB Acronym for Metropolitan Transit Development Board

Modified Accrual Accounting

A basis of accounting where 1.) revenues are recorded when received; 2.) revenues are accrued when they are both measurable and collectable within the accounting period or soon enough after the end of the period to pay liabilities of the period; and 3.) expenditures, other than interest or long-term debt, are recorded when liabilities are incurred.

NPDES Acronym for National Pollution Discharge Elimination System

goods and services purchased. Typical objects and expenditure

include:

Employee services (salaries and wages);

- Supplies and services (utilities, maintenance contracts,

travel);

Capital outlays; and

Debt service.

Operating Funds Resources derived from recurring revenue sources used to finance

ongoing operating expenditures and pay-as-you-go capital projects.

OTS Acronym for Office of Traffic Safety.

Performance Measures Specific quantitative measures of work performed within an activity

or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street

lighting program).

PERT Acronym for Psychiatric Emergency Response Team.

Proprietary Funds A category of fund types that includes enterprise and internal

service funds.

RFP Acronym for Request for Proposal

ROPS Acronym for Recognized Obligations Payment Schedule

RPTTF Acronym for Redevelopment Property Tax Trust Fund

RRCC Acronym for Ronald Reagan Community Center

Rating The credit worthiness of a City as evaluated by independent

agencies.

Reserve An account used to indicate that a portion of fund equity is legally

restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted. Reserve accounts can also be used to earmark a portion of fund balance to

indicate that it is not appropriate for expenditures.

Resources Total dollars available for appropriations including estimated

revenues, fund transfers, and beginning fund balances.

Revenue The term designates an increase to a fund's assets which:

does not increase a liability (e.g., proceeds from a loan);

- does not represent a repayment of an expenditure already

made;

- does not represent a cancellation of certain liabilities; and

does not represent an increase in contributed capital.

Revenue Bonds When a government issues bonds, which do not pledge the full faith

and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to a pledge of revenues,

such bonds sometimes may be secured by a lien against property.

Revenue Estimate A formal estimate of how much revenue will be earned from a

specific revenue source for some future period; typically, a future

fiscal year.

RID Acronym for "Reducing Impaired Drivers Project"

SANDAG Acronym for San Diego Association of Governments

Source of Revenue Revenues are classified according to their source or point of origin.

Special Revenue Fund Used to account for the proceeds of special revenue sources that

are restricted by law (or administrative action) to expenditures for

specific purposes.

Subventions State financial support to Cities such as; Motor Vehicle In-Lieu

Fees, Gas Taxes, Office of Emergency Services Grants, Police Officers Standards and Training (POST) reimbursements and

Cigarette Taxes.

Successor Agency The designated entity to the dissolved redevelopment agency. It is

the Sponsoring Community (city, county, or city and county) that

authorized the creation of the redevelopment agency.

SWAT Acronym for Special Weapons & Tactics Unit

TDA Acronym for Transit Development Act.

TSFAC Acronym for Transit Services and Facilities Advisory Committee.

UEIA Acronym for Unsecured Environmental Indemnity Agreements

Unit Cost The cost required to produce a specific product or unit of service

(e.g., the cost to purify one thousand gallons of water).

User Charges (also

Known as User Fees)

The payment of a fee for direct receipt of a public service by the

party benefiting from the service

VLF Acronym for Vehicle License Fee. Based on market value of a

vehicle, a Vehicle License Fee (VLF) is a fee charged for the

privilege of operating that vehicle on public streets.

Yield The rate earned on an investment based on the price paid.

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